

Serial No: _____

Issued to: _____

Date: _____

TENDER DOCUMENT

Annual Contract for providing House Keeping & Pest and Mosquito Control Services at National Institute for the Mentally Handicapped, Secunderabad.

Last Date & Time for Submission of : **17.05.2010 – 03.00 PM**

Date & Time of Opening of
Tender Documents (Only Technical Bids) : **17.05.2010 – 03.30 PM**

NATIONAL INSTITUTE FOR THE MENTALLY HANDICAPPED

Manovikas Nagar, Secunderabad – 500 009

Web Site: www.nimhindia.org

Mail: dda@nimhindia.org

**NOTICE INVITING TENDER FOR HOUSE KEEPING / PEST AND MOSQUITO
CONTROL SERVICES AT NIMH.SECUNDERABAD.**

TENDER NO. NIMH/ADMN/EST/HKS/2010 - 2011

- Name of the work : House Keeping Services / Pest and
Mosquito Control Services at NIMH, Sec'bad
for the year 2010 - 2011
- Earnest Money Deposit : Rs. 50,000/- in the form of D.D. payable at
Hyderabad in the name of Director, NIMH
- Date & time of closing of Tender : **17.05.2010 – 03.00 PM**
- Date & Time for opening of Tender (technical Bid) : **17.05.2010 – 03.30 PM**
- Address for submission of tender : National Institute for the Mentally Handicapped
Manovikas Nagar, Secunderabad – 500 009
- Place of opening of the tender : National Institute for the Mentally Handicapped
Manovikas Nagar, Secunderabad – 500 009

NATIONAL INSTITUTE FOR THE MENTALLY HANDICAPPED
Manovikas Nagar, Secunderabad – 500 009
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PH NO: 040-27751741-45

*** PRICE BID - B**

TENDER DOCUMENT FOR PROVIDING HOUSE KEEPING / PEST AND MOSQUITO CONTROL SERVICES AT NIMH, SECUNDERABAD.

(The latest minimum wage rates are enclosed at Annexure – “D”)

1. Name of the Contractor :
(Full address with Telephone No)
2. Rates
 - a) ** Rates per House Keeping Labour Per month :
as per Minimum Wage Act for 35 Un skilled +
1 Supervisor.
 - b) ESI, PF charges as per existing rates ;
(Please provide detailed breakdown)
 - c) Rate per Supervisor :
(Please provide detailed break down)
add additional sheet if necessary)
 - d) Rates for supply of material as indicated :
in the Annexure.
 - e) Service charges of the contractor :
3. Consolidated Rate for provision of :
House Keeping (inclusive of supply
of Manpower+ material for whole of
House Keeping and Pest / Mosquito Control
Services for hole of NIMH campus at
Secunderabad) as per the terms and
conditions of NIMH tender document.

Signature of the Contractor or
his Authorities Signatory with seal of
the Agency / Firm

Date: _____

- * To be put in a separate sealed cover / envelop superscribing the wordings “**PRICE BID**”, Notice Inviting Tender No. and Name of the Tenderer.
Note: the rates quoted for manpower should be inclusive of all the minimum wages as per existing minimum wages act and labour law stipulations etc. of central govt. as applicable in this regard. The latest minimum wage rates are enclosed at Annexure – “D”

*** TECHNICAL BID**

**QUESTIONNAIRE TO BE FILLED UP BY THE AGENCY APPLYING FOR
TENDER FOR HOUSE KEEPING / PEST AND MOSQUITO CONTROL
SERVICES AT NIMH, SECUNDERABAD.**

1. Name & address of the contractor/ firm :
2. Status of Contractor/ firm Including partners:
3. Constitution of the Contractor/ :
Proprietorship/Partnership
Private Limited Company/Public Limited
Company.
4. Registration No. of the firm/Agency
5. Bio-Data of key top Officials :
(please attach)
6. Details of any Tie-ups if any :
(please attach)
7. Experience in automated :
Data - Management
8. Copy of IT returns of last Three :
assessment years (please attach)
9. Financial Status of Bidder and/or his :
associates including Annual Report of
past 3 years with ROC (registration
of Companies receipts duly
authenticated by Chartered Accountant.
10. Current list of clients where 20 or :
more personnel of the Contractor are
working (Attach copies of Work Orders)
11. Name of the Contractor's 3 largest :
clients, to whom Contractor provided
similar services, and average amount of
monthly of bills to such clients
Existing contract of value of each contract
Not less that Rs. 2.00 Lakhs Per Month
12. Name and address of Contractor's :
bankers and provide a Solvency
Certificate from the Bank for a minimum amount of Rs. 3.00 Lakh

13. List of equipments to be used for Cleaning :
Failure of utilizing the machines will lead to cancellation of the contract
- Electrical Vacuum Cleaner
 - Floor Scrubbing Machine and Mopping Machines 1 + 1
 - Over head water tanks (for office buildings, staff quarters.)
 - Machinery for cleaning such as water jets and disinfection treatment material for Main under ground sumps and OHT – 1 Set
 - Garbage carrying trolleys manual – 4 Nos
 - Sewerage blockage removing rods set
 - Suitable uniforms, shoes and gloves with identifications on the uniforms
14. Income Tax Permanent Account No :
15. Details of EMD / Bank Draft No. :
16. ESI / PF Registration NO. :
Attach copies of the Registration Certificate / Letter.
17. License / Approval from Labour Department of respective Governments :

Signature of the Contractor or
his Authorities Signatory with seal of
the Agency / Firm

Date:

- * To be put in a separate sealed cover / envelop superscribing the wordings “**TECHNICAL BID**”, Notice inviting Tender No. and Name of the Tenderer. All technical documents like literature, catalogues, etc. are to be put in the same envelop. Price Bid of agency / firms who technically qualify only will be opened for further consideration. The price bid and technical bid together should be put in a sealed cover superscribing “Tender for House Keeping Services” as submitted to , NIMH before due date & time.

GENERAL CONDITIONS OF THE TENDER

1. The Technical bid shall be opened at 3.30 pm on **17.05.2010** or such later date, as may be notified by NIMH. If the said date is declared as holiday, the tender will be opened on the next working day at 3.30 pm.
2. The Tender shall remain open for acceptance for ninety (90) days from the date of opening of tenders by the National Institute for the Mentally Handicapped ("NIMH"). The time limit for acceptance may be extended by NIMH at its discretion for such further period, as it may notify.
3. Earnest Money Deposit ("EMD") should be submitted by way of DD for Rs. 50,000/- drawn in favour of Director, NIMH payable at Hyderabad. Tender received without EMD or not in the proper format or incomplete bid proposals shall be liable to be summarily rejected at the discretion of NIMH.
4. **The invitation to tender calls for bid proposals are in two parts viz. Technical Bid and Price Bid.**
 - a) Technical bid EMD for the required amount as per the tender documents and technical details. Technical details should be submitted in duplicate. Leaflets/information brochures (if any) showing the technical and general details of the equipment offered shall also be enclosed with the technical bid. (Deviations, if any from tender specifications, clause-wise and commercial terms and conditions should be clearly mentioned in the sheets as specified). The tender form and all annexures and attachments there to shall be submitted with this bid with each page being consecutively numbered and duly signed by the bidder along with the seal of the Contractor.
 - b) Price bids shall consist of item-wise price details in the given proforma of the tender and shall be submitted in duplicate. The contractors can carry out site inspection prior to quoting the rates if required.
 - c) The technical bids and price bids should be submitted in separate sealed envelopes superscribed as "Technical Bid" / "Price Bid", as applicable. Sealed envelopes containing the Technical Bid and the Price Bid shall again be put in another envelop duly sealed and superscribed with the tender number, name of work, due date of opening and Name of the Contractor.
 - d) At the time and date of opening of tender, only technical bids shall be opened and read out in open.
 - e) The time and date of opening of price bid shall be intimated to the technically qualified bidders later.
 - f) Tender not complying with the above conditions are liable to be rejected without any further reference.

- g) This tender document is not transferable. The tendered work, if awarded, is not transferable.

Tender documents can be obtained from the Estate Officer of NIMH against submission of tender document fee of Rs. 500/- in the form of cash or Bankers Cheque or DD drawn in favour of "Director, NIMH" payable at Hyderabad. Also the same can be downloaded from our website www.nimhindia.org tender documents downloaded from our website should be attached with DD of Rs 500/- drawn in favour of "Director, NIMH" payable at Hyderabad towards the tender document fees, at the time of submission of tender. Tender documents downloaded from website and not attached with the requisite fee as above will not be considered and shall be summarily rejected.

TERMS AND CONDITIONS FOR PROVIDING HOUSE KEEPING AND PEST/MOSQUITO CONTROL SERVICES AT NIMH, SECUNDERABAD.

1. The Contractor shall deploy a minimum of Thirty Five (35 + 1) nos. of workers / for Housekeeping and one (1) supervisor for six days a week from 7.00 am to 3.00 pm / 8.00 am to 4.00 pm or if required on Sundays or any holidays depending upon the urgency of the work, excluding closed/public holidays for execution of the contract (Contractor workers”). The contractor shall be responsible for the good conduct and behaviour of the Contractor workers. No worker engaged by the Contractor shall be below the age of 18 years. If any of the Contractor worker is found misbehaving with the supervisory staff or any other staff member/student of the NIMH, the Contractor shall, on receipt of instruction of the Competent authority in this regard, replace such workers, by the Contractor's. The Contractors shall issue necessary instructions to the Contractor employees to act upon the instructions given by the supervisory Staff of NIMH. The contractor or supervisor shall come before the labours and issue passes for entry and take back the same after the duty time. No contract labours will be allowed inside the campus to work without the entry passes issued by the supervisor.
2. The Contractor shall take the responsibility and instruct the Contractor workers to take, proper care of the buildings, premises and campus of NIMH consist of about 20 acres and maintain the same in good and clean condition at all times.
 - a) The scope of the work consist of daily cleaning sweeping mopping of all floors, dado, skirting, etc in all rooms and toilets urinals, WCs and WHBS, etc, all heights including staircase, etc., including filling of liquid soaps in all toilets and dusting and cleaning of cobwebs, doors, windows, etc. and dusting office furniture like tables, shelves, carpets, etc, including dusting electrical fixtures, etc, complete at all heights including daily cleaning of other open areas like roads, footpaths scooter sheds, cycle sheds, etc, and time to time cleaning of building terraces, open drains, sewage line removal of drainage blockage, periodical cleaning of OHTs of office building and residential quarters and water coolers in the office building, etc, as directed by the DD (A) or his representative. The complete work schedule for the year is enclosed and if any changes are required the same shall be issued from time to time enclosed at annexure – “X”. The contractor shall maintain a register of the works and obtain the signature of the concerned department after completion of the work failing which no payment shall be considered for the work.
 - b) In the event of any loss being caused to NIMH on account of negligence/dereliction of duties or performance of their obligations by the Contractor or Contractor employees, the Contractor shall be liable to indemnify NIMH for such loss, out of the Contractor's insurance cover or otherwise, such loss quantified after an inquiry comprising of the representative of NIMH and the Contractors.
 - c) The Contractor shall be held responsible for the damages/sabotage caused to the property of NIMH due to any events of force majeure.

3. Contractor and the contractor Employees shall take day-to-day instructions from the **Estate Officer** of NIMH or in his absence, from his Deputy.
4. If the Contractor fails to perform and / or implement the assigned jobs or parts there of or the Standard Operating Procedures annexed at Annexure "A" here to the satisfaction of the Competent authority NIMH or on any day in any part of the areas assigned, NIMH may, without prejudice to its other rights and remedies, levy a charge of Rs. 300 for each day or part thereof, until the Contractor performs that job to the satisfaction of the Deputy Director or any other officer nominated by Director, NIMH. The Contractor shall provide an adequate replacement in case any of the Contractor Employees proceeds on leave. This will be at no additional expenses to NIMH. In case of any absence on duty by a Contractor Employee, the Contractor shall be levied a fine of Rs. 300/- per Contractor Employees per day of such absence. This deduction shall be in addition to the penalty for non-implementation of or non-performance as per the Standard Operating Procedures as mentioned above. This will also be in addition to the claim of NIMH as mentioned above.
5. Consolidated rate for House Keeping for NIMH campus includes all the roads and buildings, quarters surrounding area but not inside the residences of staff quarters of NIMH.
6. The list of minimum quantity of material required to be supplied by the contractor is attached as Annexure "C". The contractor shall use high quality cleaning material for providing house keeping services to NIMH. Adequate stock of the material shall be maintained always. The stock will be subjected to inspection by the Competent authority or his representatives and proper record will be maintained. In case at any time it is found that substandard material are being used or supplied and indefinite resulting in the materials being out of stock, the contractor shall be liable for penalty as decided by Director, NIMH subjected to a minimum of Rs. 300/-. The decision of Director, NIMH shall be final in this regard.
7. None of the Contractor employees shall engage or enter into any kind of private work during their assignment to NIMH for providing house keeping services, failing which a penalty of Rs. 300/- per day per person shall be imposed on the contractor, without giving any notice. The amount of such penalty shall be deposited by the contractor immediately with Accounts Officer of NIMH failing which such penalty shall be deducted from the payments due to the Contractor.
8. Contractor shall abide by all applicable laws including all Labour and Welfare Laws (ESI, PF, BONUS, Income tax, Service Tax or any other extra taxes levied by the Government), etc. and shall adopt all required welfare measures for the Contractor workers and discharge all other obligations concerning thereto. The contractor shall furnish adequate proof to NIMH in this regard. It is again clarified that all such responsibilities and obligations, whether specified herein or not, shall be the exclusive responsibility and obligations of the Contractor, and NIMH shall not be held liable for such responsibilities / obligations manner what-so-ever. The payment of the bonus to the labours will be payable by the contractor.

9. The Contractor Employees proposed to be employed by the Contractor for providing house keeping serviced envisaged hereunder shall be subject to screening by NIMH, to ascertain their antecedents, suitability and skills. Before deploying any Contractor Employee in NIMH, the Contractor shall furnish complete particulars and obtain written approval of the designated officer of NIMH. NIMH reserves the right to interview the Contractor Employee (s), if considered necessary by it, before giving such approval.
10. NIMH reserves the right to ask the contractor to remove any Contract Employee deployed by the Contractor, without assigning any reason/notice thereof.
11. The Contractor shall in no case pay the Contractor employees wages at a rate less than the statutory minimum rates every month nor make any deductions whatsoever for the days worked except for absent from work. It is the responsibility of the contract to pay the wages by 7th of every month on the working day. The contractor shall not wait for the release of his bill from the department to pay wages to the labours. Delay in making the payments to the labours will lead to imposing of penalty @ Rs. 300/- per day till the date of payment. Repetition of such delays will lead to cancellation of the contract.

The payment should be made by cheque/cash and a record of that should be kept in a register which may be examined by the Deputy Director of NIMH at any time. In case the contractor fails to make timely and statutory payment of wages and other dues to the Contractor Employees, NIMH may make such payments to the Contractor Employees directly and suitable deductions in this regard shall be made by NIMH from the amount to be paid to the contractor.
12. No Contractor Employees shall work for more than 27 days in a month or as specified by applicable Labour legislation.
13. The Contractor shall provide a Bank Guarantee to NIMH equivalent to Two months wages for each of the Contract Employee proposed to be deployed at NIMH, which Bank Guarantee may be used in case the contractor failed to pay the Contractor Employees their dues or in case of any other default. The bank guarantee has to be provided within 15 days from the date of work order and should be valid for the entire duration of the contract beyond 60 days of the contract period.
14. The Contractor will get all the Contractor Employees verified of their antecedents, through Special Branch, Hyderabad police and a certificate to this effect be furnished by the Contractor to NIMH before deployment of such contractor employees. The contractor should also maintain proper record / documents of the same. The Contractor shall provide identity cards and suitable uniforms to the Contractor workers at the cost of contractor.
15. Contractor will apply to the Labour Commissioner for obtaining a labour license and will submit a copy of license to NIMH within thirty (30) days from the date of issue of the letter of award of work to the Contractor failing which NIMH shall be entitled to terminate the contract with the Contractor and issue the letter of award a work to any other agency / firm.

16. That no right, much less a legal right shall vest in the Contractor Employees to claim or have employment or otherwise seek absorption in NIMH nor the contractor Employees shall have any right whatsoever to claim the benefits and /or emoluments that may be permissible or paid to the employees of NIMH. The Contractor Employees will remain the employees of the Contractor and it shall be the sole responsibility of the Contractor to inform and clarify it to the Contractor Employees before deputing them to work at NIMH.
17. Any legal disputes shall be subject to jurisdiction of Hyderabad Courts.
18. The quality of service should be such that the standard of cleaning everywhere is of high order.
19. The payment shall be made by NIMH for the Contractor Employees actually employed for providing house keeping services hereunder. NIMH has the right to reduce/increase the strength of Contractor Employees as per its requirements. The contractor has no right to increase or decrease the number of labours to be deployed other than as specified in the tender.
20. The Contractor must pay minimum wages to the Contractor Employees as per the Minimum Wages Act and satisfy all the other applicable statutory requirements. The payment shall be made by 7th of every month. If 7th falls on holiday the next working day.
21. Without limiting generality of the conditions herein, if any of the Contractor Employees prefer claim for employment with NIMH, the Contractor shall, at its own cost, deal with such claim and settle such claims without any obligations on the part of NIMH regarding such claims or settlements thereof.

ACCEPTANCE CERTIFICATE

I.....(designation).....,of (Name of the Company).....hereby accept the above mentioned Terms & Conditions for the House Keeping and Pest / Mosquito Services at NIMH, Secunderabad.

Date:
Place:

Signature & Company Seal

Annexure “C”

* **Minimum quantity to be provided per month.**

Sl.No	List of Materials to be provided by Contractor	Quantity	Unit	Rate	Amount
01	Acid	25 Liters			
02	Brasso / Dara (100 MI) each	3 Bottles			
03	Good Quality Bleaching Powder for water purification	25 Kgs			
04	Liquid Soap Floor Wash	50 Liters			
05	Dettol each (500 MI)	6 Bottles			
06	Flush Clean Mat	5 Dozens			
07	Floor Duster	15 Dozens			
08	Hand Duster	12 Dozens			
09	Hard Broom	25 Pcs			
10	Harpik 200 ml	3 Dozens			
11	Hit Cockroach (100 MI)	1 Dozens			
12	Hockey Brush Toilet Cleaning	6 Pcs			
13	Jala Brush	1 Dozens			
14	Naphthalene Ball Scented	2 Kgs			
15	Vim	50 Kgs			
16	Odonil	6 Dozens			
17	Phenyl (Bengal Chemicals)	100 Liters			
18	Room Freshener (Premium)	6 No's			
19	Soft Broom	25 Pcs			
20	Yellow Duster	50			
21	Rubber Choke removers	5 Pcs			
22	PVC Scrubber	25			
23	Coir Brush Round	10 Pcs			
24	Liquid Perfumed hand wash Fem	10 Lts			

* The materials required may increase or decrease as per the requirement. The payment for the materials will be made as per the actuals.

Annexure – “D”

NAME OF WORK: Annual Maintenance Contract for House Keeping Services.

Sl. No	Description of work	Rate per month per head Rs.	Amount Per month Rs.	Contractor profit/service charges i.e. cost of Supervisor payment to be quoted on lump sum per month
01.	<p>Supply of labourers for daily Cleaning Sweeping Mopping of all floors, dado, skirting, etc in all rooms and toilets urinal, WCs and WHBS, etc, all heights including staircase, etc., including filling of liquid soaps in all toilets and dusting and cleaning of cobwebs, doors, windows, etc. and dusting office furniture like tables, shelves, carpets, etc, including dusting electrical fixtures, etc, complete at all heights including daily cleaning of other open areas like roads, footpaths scooter sheds, cycle sheds, etc, and time to time cleaning of building terraces, open drains, sewage line removal of drainage blockage, periodical cleaning of OHTs of office building and residential quarters and water coolers in the office buildings, etc. and as per the Annexure-I scope and specifications, other terms and conditions of the tender.</p> <p align="center">Details of labours & Wages</p> <p>Un Skilled – 35 labours @ 170.96/- Semi Skilled - One (1) Supervisor @ 199.12/</p> <p>P.F @ 13.61 % (Add) ESI @ 4.75% (Add)</p> <p>Government Taxes as applicable extra Contractor / Service charges to be quoted on Lumpsum basis per month. The Service charges will not increase whenever the wages of the labour are increased as per the minimum wages Act. i.e., The contractors / service charge will remain constant through out the contract period.</p>	<p>4,444.96/- 5,177.12/-</p>	<p>1,55,573.60 5,177.12</p> <hr/> <p>1,60,750.72 21,878.00 7,635.65</p> <hr/> <p>1,90,264.30 Per Month</p>	

**SIGNATURE
CONTRACTOR / FIRM**

Scope of work for Pest Control and Mosquito control measures

Supply and spraying of standard mosquito control sprays and pest and rodent control pesticides including fogging the surrounding areas at the following places.

01. F & A building ground floor and first floor all rooms, toilets, corridors.
02. Auditorium building hall, Green rooms, toilets, foyer, basement, first floor rooms and toilets.
03. Services and Programming block all rooms, corridors, toilets.
04. Canteen and Mess, hall, toilets, kitchen and open areas.
05. SEC ground floor and first floor all rooms, corridors and toilets.
06. DAIL all rooms, corridors and toilets.
07. Family cottages all rooms and toilets.
09. In all rooms of Hostel and Guest House I, II & II type “C” Guest room.
10. Open nallah.
11. All Drainage chambers.
12. Surrounding area all office buildings
13. Surrounding area of all staff quarters.

Rate for two treatments in a month _____

Rate for additional treatment one time _____

The treatment shall be done minimum twice in month regularly. If required the frequency of the treatment in a month can be increased. The contractor shall maintain a log book and obtain the signatures of the occupants in the office building and hostel building where ever the treatments are being conducted. The contractor shall use branded quality pesticides, for effective control of the pests and mosquito’s.

The following pesticides may used to control the Mosquito’s, Cockroach, and Rats. However, they can use any other higher quality material as per availability in the market.

Mosquitos	Cockroaches	Rats
Malatheene – 50EC	Paste	Robon Cakes
Nuvan	Kerosene (In Drainages)	Gum pads
In Nallahs – Bay Tex	Malatheene	Zinc Phosphate

Method of Spraying: The spraying and fogging of pesticides ca be done manually by hand pumps.

DAY TO DAY CLEANING ACTIVITIES AS PER THE DATES & MONTHS GIVEN BELOW FOR THE YEAR 2010 – 2011

Daily Activity		Details of work	Mar-2010	Apr-2010	May-2010	Jun-2010	Jul-2010	Aug-2010	Sep-2010	Oct-2010	Nov-2010	Dec-2010	Jan – 2011	Feb – 2011
1.Sweeping moping of rooms corridors 2.cleaning of toilets 3.Roads foot paths and plinth protection	Location	1.cleaning fans & lights in rooms												
	F&A block Auditorium	2.Cleaning of window glasses. 3.clearing of overhead tank & sump near auditorium 4.Terraces cleaning	1,2,3,4,5,6	1,2,3,5,6,7	1,3,4,5,6,7	1,2,3,4,5	1,2,3,5,6	,2,3,4,5,6	1,2,3,4,6	1,4,5,6,7	1,2,3,4,5	1,2,3,4,6	1,3,4,5,6	1,2,3,4,5
	S&P SEC Block	1.Cleaning fans & lights in rooms 2.Cleaning of window glasses 3.Over head tanks cleaning type "B" qtrs 4.Terraces cleaning	8,9,10,11,12,13	8,9,10,12,13	8,10,11,12,13	7,8,9,10,11	7,8,9,10,12	7,9,10,11,12	7,8,9,10,11	8,9,11,12,13	6,8,9,10,11	7,8,9,10,11	7,8,10,11,12	7,8,9,10
	Canteen & Mess DAIL block	1.Cleaning fans & lights in rooms 2.Cleaning of window glasses 3.Over head tanks cleaning type "C" quarters 4.Terraces cleaning	15,16,17,18,19,20	14,15,16,17,19	14,15,17,18,19	12,14,15,16,17	13,14,15,16,17	13,14,16,17,18	13,14,15,16,17	14,15,16,18,19	12,13,15,16,17	13,14,15,16,17	13,14,15,17,18	11,12,14,15
	FC, Hostels, Guest house-I,II,III, Cycle & scooter shed	1.Cleaning fans & lights in rooms 2.Cleaning of window glasses 3.Over head tanks & sump cleaning near Staff qtrs 4.Terraces cleaning	22,23,24,25,26	20,21,22,23,24,25	20,21,22,23,24,25	18,19,21,22,23,24	19,20,21,22,23,24	19,20,21,23,24,25	18,20,21,22,23,24	20,21,22,23,25	18,19,20,22,23,24	18,20,21,22,23,24	19,20,21,22,24	16,17,18,19,21,22
	Staff qtrs & Director's residence Playground & Tennis court	1.Cleaning of street lights 2.Cleanaig of boundary lights 3.Terraces cleaning	27,28,29,30,31	26,27,28,29,30	26,27,28,30,31	25,26,28,29,30	26,27,28,29,30,31	26,27,28,30,31	25,27,28,29,30	26,27,28,29,30	25,26,27,29,30	25,27,28,29,30,31	25,27,28,29,30,31	25,26,27,28,29,31