

OFFICE OF THE DISTRICT JUDGE, RAYAGADA
AT/P.O./DIST.- RAYAGADA, ODISHA -765001
E-Mail ID: dj.rayagada-od@gov.in Tel. / Mob No- 8895397959

INVITATION FOR BIDS

RFP Identification No.-01(RFP) OF 2026-27,
Dated 08.07.2026

REQUEST FOR PROPOSAL (RFP)

The District Judge, Rayagada, invites sealed proposal from all interested Bidder/s for **SELECTION OF OUTSOURCING AGENCY FOR UP-KEEPING, CLEANING AND MAINTENANCE AND ELECTRICAL SERVICES at District Court Complex, Rayagada and Civil Court Complexes – Gunupur, Bissamcuttack, Kashipur, Muniguda and Padampur.**

A. Indicative Scope :

The Broad Scope of services required through this RFP, shall be inter alia as briefed below:

1. Operation and Maintenance of all Electrical points,
2. Housekeeping and Sanitation services

B. Contract Period :01 (One) year

C. Bid Processing Fee (INR): Rs.10,000/- (non-refundable).

The RFP document can be downloaded from <https://rayagada.dcourts.gov.in/notice-category/tenders> or <http://rayagada.dcourts.gov.in>. To clarify the queries of the Bidder/s, a pre-bid meeting is scheduled to be held on **17-07-2026 at 05.00 P.M** in the **Video Conference Hall, District Court Complex, Rayagada**. Duly completed proposal along with other prerequisites documents in support of eligibility criteria and the required information as per formats must be received through **Registered Post/Speed Post/Courier** latest by **23.07.2026 at 5.00P.M.** as specified in the critical date sheet below. For details, please refer the RFP Documents.

D. Critical Date Sheet:

1	RFP Issue Date	08.07.2026
2	Last Date and Time for Submission of Pre-Bid queries through email	15.07.2026 (04.00 P.M.)
3	Pre-Bid Meeting Date and Time	17.07.2026 (05.00 P.M)
4	Upload of Pre-Bid Clarification Date and Time	17.07.2026 (06.00 P.M)
5	Bid Due Date and Time	23.07.2026 (05.00 P.M)
6	Technical Bid Opening Date and Time	25.07.2026 (04.00 P.M)
7	Financial Bid Opening Date	27.07.2026 (05.00 P.M)

N.B: -No queries of any Bidder shall be entertained after the scheduled date and time.

E. Contact Person:

Shri Narayan Behera,
Deputy Administrator, Process Establishment Section, Rayagada,
Contact No.: 8895397959

F. Complete Address for Submission of Bid :

The District Judge, Rayagada
At - District Court Complex
P.O./Dist.- Rayagada Odisha – 765001

G. The authority reserves the right to accept/reject any or all RFPs without assigning any reason thereof.

Sd/-
08.07.2026
District Judge, Rayagada

By e-Mail

Memo No. 5919 / Dt. 08/7/26

Copy forwarded to the Deputy Director, I&PR Department, Government of Odisha, Bhubaneswar with a request to get it published in largely circulated 01 (One) No. of leading Odia Daily and 01 (One) No. of leading English Daily News Paper at an early date for wide circulation. The complimentary copy of the News Papers connecting the Tender Call Notice may be sent to this office for reference and record.

Encl.: Soft copy of Invitation for Bids


Registrar, Civil Courts, Rayagada

Memo No. 5920 / Dt. 08/7/26

Copy forwarded to the System Assistant, Rayagada to upload in the District Court, Rayagada website for wide circulation.

Encl.: RFP Document of Invitation for Bids


Registrar, Civil Courts, Rayagada

Memo No. 5921 / Dt. 08/7/26

Copy forwarded to the District Informatic Officer, NIC, Rayagada with a request to upload in the District Office, NIC website for wide circulation.

Encl.: RFP Document of Invitation for Bids


Registrar, Civil Courts, Rayagada

Memo No. 5922 / Dt. 08/7/26

Copy forwarded to the Registrar, Civil Courts of the State with a request to publish in their respective notice board for wide circulation.

Encl.: Copy of Invitation for Bids


Registrar, Civil Courts, Rayagada

Memo No. 5923 / Dt. 08/7/26

Copy forwarded to the District Magistrates & Collectors of the state with a request to publish in their respective notice board for wide circulation.

Encl.: Copy of Invitation for Bids


Registrar, Civil Courts, Rayagada

Memo No. 5924 / Dt. 08/7/26

Copy forwarded to S.P., Rayagada for information and to provide security during the period of opening of the tender at the District Court Complex.

Encl.: Copy of Invitation for Bids


Registrar, Civil Courts, Rayagada

Memo No. 5925 / Dt. 08/7/26

Copy forwarded to the Judge-in-Charge, Process Establishment Section of Rayagada Judgeship to publish in their respective notice board for wide circulation.

Encl.: Copy of Invitation for Bids


Registrar, Civil Courts, Rayagada