



MADHUSUDAN LAW UNIVERSITY
STATION ROAD, KATAKA, ODISHA-753003

Ref No.: MLU -21/2021(V-I)/**3344**/2026 Date: 19.09.2026

Corrigendum to RfP No.3221/MLU, dt.08.09.2026

Consequent upon pre-bid meeting held on 18.09.2026 in the Committee Hall of Madhusudan Law University, Kataka; the following corrigendum are made in respect of the RFP on Comprehensive Facility Management Services (CFMS) hoisted in the University website on dt.08.09.2026.

Sl. No.	RfP Document reference Page No./ Sl. No.	Content of RfP requiring clarification(s)	Clarification made by Madhusudan Law University
1	Page No.39 Sl. No.5 & 9	Annual turnover mentioned as FY 2023-24, 2024-25 & 2025-26	Annual turnover may be read as FY 2022-23, 2023-24 & 2024-25
2	Page No.64 Sl. No.1,2 & 3	Summary of financial strength (Form T-11) for the FY 2023-24, 2024-25 & 2025-26	May be read as FY 2022-23, 2023-24 & 2024-25.
3	Page No.67	Form F-1 (Administrative charge per month)	Form F-1 has been revised and enclosed
4	Page-69 Sl. No.7	ITR for the FY 2019-20 to 2023-24	May be read as ITR for the FY 2022-23, 2023-24 & 2024-25.
5	Page-68 Col-6	Typographical error made as EST	May be read as ESIC.
6	Page-61	Form T-9	Form T-9 has been revised and enclosed

Further, the bidders may follow the minimum wage latest notifications of Labour Deptt., Govt. of Odisha for the services like Security, Care taker/ Supervisor, Sweeper, Cook/Helper, Creche Operator, Plumber, Electrician, Gardener, Carpenter etc. towards 26 days per month instructions. Similarly, bidders may follow GA&PG Deptt. Resolution No.7982/GAD, dt.07.03.2024 for the services of Peon-cum-House Keeping, Data Entry Operator Services, Front Desk Management Services etc.

It may be mentioned further that, the manpower requirement indicated in the RFP is provisional and shall not be construed as a fixed and guaranteed requirement. The University reserves the right to increase or decrease the manpower from time to time, depending upon functional requirements and expansion of the Campus, facilities and amenities.

The outcome of the meeting is a part of the RfP, which has to be followed by all bidders irrespective of their participation in the pre-bid discussion. Accordingly, these clarifications shall be invariably binding on all bidders and will be given due consideration by the bidders while they submit their bids/ proposals.

By the Order of Hon'ble Vice-Chancellor

No.: MLU -21/2021(V-I)/**3345**/2026 Date: 19.09.2026

Copy to Website In-Charge to upload the same in the website of Madhusudan Law University, Kataka.

[Signature]
REGISTRAR
 Madhusudan Law University
 Kataka

No.: MLU -21/2021(V-I)/**3346**/2026 Date: 19.09.2026

Copy to P.S to V.C for kind information of Hon'ble Vice-Chancellor.

[Signature]
REGISTRAR
 Madhusudan Law University
 Kataka
REGISTRAR

(FORM F-I)
(Administrative Charge per month)

Manpower						
Sl. No.	Category of manpower	Requirement (Provisional)	Cost per Unit in UR (Inclusive of remuneration and all statutory dues)	GST as (applicable)	Total cost per unit (Col.4+ Col.5)	Cost for total nos. of services (Col.6 x Col.3)
1	2	3	4	5	6	7
1	Security Services	40(forty)Nos.				
2	Sweeping and Cleaning Services including waste management	29(twenty-nine) Nos.				
3	Peon-cum-Housekeeping and Room Services	35(thirty-five) Nos.				
4	Front desk management service	3(three) Nos.				
5	Cook & Helper service	4(four) Nos.				
6	Garden Maintenance Service	5(five) Nos.				
7	Plumber service	1(one) No.				
8	Electrician service	1(one) No.				
9	Carpenter service	1(one) No.				
10	Data entry operator service	5(five) Nos.				
11	Care taker/ Supervisor service	3(three) Nos.				
12	Creche Attendant	2(two) Nos.				
Sub Total (Manpower cost) in INR						
Service Charges @						
Total Administrative Charges						


Registrar
Madhusudan Law University
Kataka

FORM-T9**TECHNICAL EXECUTION PLAN (TECHNICAL APPROACH & METHODOLOGY)**

(On Bidder's Letter head)

The Bidder shall submit a project-specific technical execution plan demonstrating its understanding of the University's requirements and the proposed methodology for providing Comprehensive Facility Management Services (CFMS) at Madhusudan Law University.

The Technical Execution Plan shall be prepared on the Bidder's letter head, signed by the Authorized Signatory, and shall ordinarily not exceed 25 pages (excluding annexures, organization charts and supporting documents). The Technical Execution Plan shall, at least, contain the following:

Sl. No	Particulars
1	Understanding of the University's requirements and scope of work (Main Campus consisting of Administrative Building, G+3, Old 3year building G+2, Old 5yr building G+2, Library building G+3, New Academic building G+6, VC Res. Office (G+1), Lawn 2 patches & Jobra Campus new academic building G+5, Guest House (18 rooms), Lawn & Outer space
2	Organization Structure and Key Personnel of the Bidder
3	Man power service deployment plan with shift-wise deployment as per the scope of work
4	Mobilization Plan (15-day mobilization schedule)
5	Security Services Management Plan
6	Sweeping & Cleaning services & sanitation management plan
7	Peon-cum-Housekeeping Management Plan
8	Creche Management Plan
9	Operation & Maintenance Plan for Electrical, mechanical, plumber, carpenter and other Utilities
10	Operation & Management Plan for University Guest House & VC Res. Office: Deployment plan of cook/helper, front desk reception management, sweeping & house-keeping, security arrangement plan 24x7
11	Horticulture. Gardening & Plantation Management Plan
12	Waste Management & Sanitation Monitoring Plan
13	Parking Management Plan
14	Front Desk & Reception Management Plan
15	Data entry operator service deployment plan
16	Statutory Compliance Plan (EPF, ESIC, Labour Laws, GA&PG Dept., Finance Dept. etc.)
17	Safety, Health. Emergency Response & Disaster Management Plan: Operation of University's electrical equipment including DG Set

Declaration:

I/We hereby certify that the information furnished in this Technical Execution Plan is true and correct to the best of our knowledge and belief. We understand that this Technical Execution Plan shall form an integral part of our Technical Proposal and shall be considered during the Technical Evaluation process.

Yours faithfully,

Authorized Signatory with Date and Seal

Name and Designation: _____

Address of the Bidder: _____


Registrar
Madhusudan Law University
Kataka

FORM-T 11

Summary of Financial Strength

(To be duly certified by CA)

Sl. No.	Financial Year	Turnover of Firm/ Company in INR	Average Annual Turnover for last 3 Years
1	2022-23		
2	2023-24		
3	2024-25		

Yours faithfully,

Authorized Signatory with Date and Seal

Name and Designation:

Address


Registrar
Madhusudan Law University
Kataka