

Xaverian Educational Society
Fr. Agnel College of Arts & Commerce
Pilar, Goa

Outsourcing of Services

Quotations are invited from **Individuals for Housekeeping** on daily wage payment basis and **Agency for Gardener**, for outsourcing the above services at Fr. Agnel College of Arts & Commerce, Pilar, Goa, as per requirements enlisted

Sr. No	Services to be outsourced	Job requirement	Qualifications/Experience
1	Housekeeping	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 to superiors on any damages/deficits; check stocking levels of all consumables and replace when appropriate	Proven experience as a cleaner or housekeeper, ability to work with little supervision and maintain a high level of performance; knowledge of Konkani language, literate; preferably residing in the vicinity of the College
2	*Gardener	Monitoring health of all plants and greenscapes, watering plants, trimming trees and shrubs, 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 Konkani language; literate; experience of working in nurseries, farms, horticulture departments

*The tender form/document for outsourcing of Gardening Services can be collected from the Office of Fr. Agnel College of Arts & Commerce, Pilar, Goa, from 25-03-2026 to 02-04-2026 between 9.00am to 12.30pm against non-refundable payment of Rs. 200/- through cash/Demand Draft favouring Fr. Agnel College of Arts & Commerce, payable at Pilar

Quotations should specify wage rate (i.e. wage payable) per day. It should also indicate experience/qualifications and areas of specialty. The quotations for outsourcing the above services, addressed to the Principal, should reach the College office by **4th April 2026 before 1.00 pm**. The Principal reserves the right to accept or reject any quotation without assigning any reasons thereof.

Date: 25/03/2026

Sd/-
Administrator