

# NORTH 24 PARGANAS ZILLA PARISHAD

RISHI BANKIM SARANI, BARASAT

KOLKATA – 700 124

## NOTICE INVITING QUOTATIONS

NIQ No. ....1558..... / (N)ZP.

Date: 12/12/2013

Sealed quotations are invited from bonafide, resourceful, reliable and experienced Graded Self-Help Groups (SHG) / Agencies for operation and maintenance of the Rabindra Bhavan , Barasat for the following works .The rate will be valid for one year from the date of agreement with the successful quotationer. The selected SHG/agency shall have to abide by the following Acts & Rules:-

- 1) Employees' Provident Fund act.
- 2) Workmen's Compensation Act
- 3) Employees State Insurance Act.
- 4) West Bengal Tax on Business & Professions
- 5) Income Tax Act.
- 6) Service Tax act.
- 7) Any other act relevant to the employment of persons by the selected agency on contract or otherwise.
- 8) Minimum wages Act of the Government of West Bengal regarding payment of wages to the personnel to be deployed by the Agency.

### Details of the works at Rabindra Bhavan, Barasat:-

1. Control of sound system at the auditorium
2. Control of light at the auditorium
3. Operation of Air conditioning machines and Generators
4. Providing 24x7 security of the auditorium and Bhavan complex
5. Sweeping/scavenging of auditorium and Bhavan complex
6. Supervision of all operations on daily basis including maintenance of meeting halls and garden in the Bhavan complex and maintaining liaison with the parties holding programmes at the Bhavan complex.

Competent SHG/agencies having a) valid Trade license/SHG registration b) i) valid Certificate of registration with the Registrar of Firm, Societies & Non trading Corporation, West Bengal in case of firms /Societies etc. ii) valid Certificate of registration with the Registrar of Companies in case of Public Pvt. Ltd. Companies iii) valid Certificate of registration under the Contract Labour (R &A) Act, West Bengal c) Labour contract certificate d) Professional Tax clearance Certificate e) PAN card f) Service Tax Registration Certificate g) E.P.P. Registration h) E.S.I. Registration and i) No objection certificate from W.B. Police, may apply, quoting rates in their own letter head enclosing attested photocopies of all the above noted documents, on monthly rate basis for each category of workers to the **Additional Executive Officer, North 24 Parganas Zilla Parishad,**

Rishi Bankim Sarani, Barasat, Kolkata – 700124. Earnest money amounting to Rs.1000/- (Rupees One Thousand) only should be submitted in the form of Bank Draft drawn in favour of North 24 Parganas Zilla Parishad. The rate is to be quoted per worker per month basis including wages, EPF etc. and service charge if any should be indicated separately.

Quotation in sealed cover shall have to be dropped in the sealed box which will be kept in the office chamber of the Secretary, North 24 Parganas Zilla Parishad, between 13/12/2013 to 30/12/2013 during the office hours up to 3 p.m.

The sealed covers will be opened in presence of the intending questioners, if any, on 30/12/2013 at 4.00 PM.

Sd/-


**Additional Executive Officer  
North 24 Parganas Zilla Parishad**

Memo No. 1558/1(13)/NZP

Dated 12/12/2013

Copy forwarded for wide publication and taking necessary action:-

- 1) Addl. District Magistrate, North 24 Parganas (General).
- 2) Addl. District Magistrate, North 24 Parganas (Treasury).
- 3) ADM and DL&LRO, North 24 Parganas
- 4) Nezarath Deputy Collector, North 24 Parganas, Barasat
- 5) Sub Divisional Officer Barasat / Bongaon / Basirhat / Barrackpore / Bidhannagar
- 6) District Information and Cultural Officer, North 24 Parganas.
- 7) District Informatics Officer, NIC 24 Parganas District unit, Barasat with the request to upload this Notice in the official website.
- 8) Chairman Barasat Municipality
- 9) Office Notice board.

  
**Additional Executive Officer  
North 24 Parganas Zilla Parishad**

Memo No. .... /2(5) /NZP

Dated ..... /12/2013

Copy forwarded for information to:-

- 1) Secretary, North 24 Parganas Zilla Parishad
- 2) District Engineer, North 24 Parganas Zilla Parishad
- 3) Financial Controller & Chief Accounts Officer, North 24 Parganas Zilla Parishad
- 4) CA to Sabhadhipati, North 24 Parganas Zilla Parishad
- 5) CA to District Magistrate, North 24 Parganas

**Additional Executive Officer  
North 24 Parganas Zilla Parishad**