

File No.W-15015(11)/3/2013-DSWO

Government of West Bengal  
Office of the District Magistrate, North Parganas  
Social Welfare Section, Barasat

TENDER NOTICE

Sealed TENDERS are invited from the bonafide Agencies having previous experience for providing Security Guards on contractual basis in (Four ) Govt. Homes situated in North-Parganas (Kishalaya Home, Sukanya Home Dhrubashram , Male Vagrant's Home) the detailed particulars and Forms will be available (except Holidays) from the office of the District Magistrate North 24 Parganas, Social Welfare Section, Barasat, Ground Floor, Administrative Building from 3<sup>rd</sup> March to 23<sup>rd</sup> march 2017,. The last date of submission of the TENDER is 24<sup>th</sup> march 2017 up to 1.30 p.m. and received TENDERS will be opened on the same day at 3.00 p.m.

*By* 28.2.17

Additional District Magistrate (T)  
North 24 Parganas, Barasat

Memo No.----217/SW(DM)(9)

Date 01/03/17

Copy forwarded for information and wide publicity to:-

- 1) The Commissioner of Social Welfare, Salt Lake, Kol- 700064.
- 2) The District Magistrate, North 24 Parganas, Barasat.
- 3) The A.D.M (G), North 24 Parganas, Barasat.
- 4) The S.D.O Sadar Barasat, North 24 Parganas.
- 5) The D.P.O. North 24 Parganas, Barasat.
- 6) The Sabhadipati Zilla Parishad, North 24 Parganas.
- 7) The District Information Officer, North 24 Parganas- for wide publication.
- 8) Office Notice Board.
- 9) Office Copy.

*By* 28.2.17

Additional District Magistrate (T)  
North 24 Parganas, Barasat

Government of West Bengal  
Office of the District Magistrate, North 24 Parganas  
Terms and conditions of Tender for engagement of Guarding Govt. Homes on Contractual basis:-

1	Agencies must be registered concern	:	Registration No. of the Agency to be mentioned in the application form.
2	Eligibility	:	1. Female candidates are not eligible. 2. The Agency must have at least five years of experience in similar nature of job. 3. The agency must have worked in at least 4 (four) institutes with a work force of at least 80 people, engaged preferably in Govt. sector like offices/institution of GOI/State Govt./PSUs/Nationalized Banks.
3	Qualification	:	a. Minimum Class VIII passed. b. Sound physique.
4	Remuneration (daily wage basis)	:	Maximum Rs. 196/- (Rupees one hundred and ninety-six) only. Per day per head.
5	Age	:	18 to 40 years as on 01.01.2017
6	Place of duty	:	1) Kishalaya Home- Barasat, North 24 Parganas. 2) Dhrubashram-30, Sree Gopal Mullick Road, Ariadaha, North 24 Parganas. 3) Sukanya Home for Girls-AQ, 15, Sector-V, Salt Lake, Kolkata- 700091.
7	Residence of worker	:	Selected Agencies are to provide the workers for the job who should be the resident (s) of Kolkata & North 24 Parganas
8	Duty Hours	:	Requirement Guards daily for They will be engaged in 3 (three) shifts daily as per roster fixed by the authority.
9	Mode of payment	:	Remuneration will be paid on receiving of Allotment of fund from the Govt. Interim request for payment will not be entertained.
10	Uniform	:	The Guarding Staffs have to wear the Uniform during duty hours which must be provided by the Agency.
11	Credential	:	Credential of this field must be submitted along with the Tender.
12	Posting norm	:	The candidates sent by the Agency would be examined by the Authority for engagement and the authority reserves the right to

File No.W-15015(11)/3/2013-DSWO

			disallow any candidate on such examination.
13	Photo of Guards	:	The photo on Identity Card of Guard must be authenticated by the Agency.

Earnest Money of Rs. 10,000/- in the shape of Bank Draft from any Nationalized Bank (Payable in favour of the Additional District Magistrate, North 24 Parganas) is to be attached with the Application form.

- The Selected Agency is to keep in touch with the authority time to time. The Authority may call for the Agency any time as and when needed.
- The Contract will be valid for a period of one year from the date of starting of job/agreement.
- The candidates provided by the Agency may be dismissed if one's service is found unsatisfactory or may adverse report.
- The terms and conditions for the Tender duly signed by the Agency must be attached with the Application form.
- The Contract may be withdrawn on either side in one month's notice.
- The Authority reserves the sole right to accept or reject the Tender without assigning the reason.
- The contract may be renewed alter the due period only on the satisfaction of the Authority.

  
Additional District Magistrate (T)  
North 24 Parganas, Barasat

Government of West Bengal

Office of the District Magistrate, North 24 Parganas

From Engagement of contractual Guarding staff:-

1	Name & address of the Agency With phone number	:	
2	Registration No. Of the Agency (Copy to be produced)	:	
3	Credential (s) of similar nature (if any) (Copy to be produced)	:	
4	Earnest Money of Rs. 10000/- (Bank Draft No. & date to be mentioned)	:	
5	License from the Competent Authority (Copy to be produced)	:	
6	Others	:	

Declaration:-

I hereby declare that I have gone through the terms and condition for the engagement of guarding staff and I am bound to abide by the same accordingly.

Date:-

Signature of the authority or Agency

With seal