



Government of West Bengal  
Office of the District Magistrate & Collector  
North 24 Parganas  
Swasthyasathi & RSBY Cell  
Email:rsbynprg@gmail.com

Memo No. 134/RSBY

Date:14/12/2018

NOTICE INVITING SPOT QUOTATION

Sealed quotations are hereby invited from reputed, interested and bonafide Data Entry Agencies for filling up the online form in the Swasthyasathi portal, i.e., <http://swasthyasathi.wbhealth.gov.in> for each eligible Swasthyasathi beneficiary of North 24 Parganas district and her/his family members as mentioned in Format-B form, which are submitted to District Swasthyasathi cell in the office of the District Magistrate, North 24 Parganas.

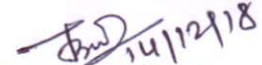
SL NO.	TECHNICAL REQUIREMENT
1	Minimum Three (3) years of existence as a registered firm engaged in data entry work in Population Census, Agriculture Census and Parliament/Assembly/Panchayat Elections in the last four financial years. (Relevant Work Order in this respect should be provided)
2	Minimum Twenty (20) working computers running under <b>Windows 7 or Higher Operating System with Internet Connectivity in every computer.</b>
3	Trained data entry operators must have minimum data entry speed of 10 records per hour.

ELIGIBILITY CRITERIA:

1. The Organization Bidding should be a single Agency. No Consortium bodies are eligible to bid. The Agency shall not outsource the work to any other Associate/Franchisee/Third Party under any circumstances.
2. The Bidder (Single agency) must be incorporated or registered in India under the Indian Companies Act, 1956 OR the Partnership Act, 1932 OR Societies Registration Act 1860 OR the Indian Trusts Act 1882/its equivalent in the respective states OR Proprietorship entities having a PAN of the Income-tax department, Govt of India.
3. The Bidder (single agency) should not have been blacklisted by the Central, any State/UT Government, or any central or state Government agency as on the date of issue of this Tender Document or during the subsequent bid processing and evaluation.
4. Schedules would be released shortly for Data Entry. The Agency would be expected to upload at least 2,000 beneficiary data per day in the online database.
5. The agency will be responsible for the security, safe-custody and confidentiality of the documents provided to them for data entry during the period the documents remain in their custody.

BID PARTICULARS FOR TENDER

1. The Agency should apply in company's own letterhead.
2. The sealed envelope containing the quotation must be superscribed in capital letter: "TENDER FOR DATA ENTRY IN SWASTHYASATHI PORTAL" and addressed to the **District Nodal Officer, RSBY, North 24 Parganas.**
3. Tenders will be received in the office of the undersigned at **3:00 p.m. on 20/12/2018**
4. Incomplete or incorrect quotations will be summarily rejected.
5. The competent authority reserves the right to reject any/all quotations without assigning any reason thereof.
6. The data entry should be started on and from the date provided to them by the undersigned. It should be ensured to complete the task in the stipulated time frame..
7. The maximum rate of data entry is Rs.2.00 only per beneficiary inclusive of family members as per Memo no:HF/O/SS/DIST-FUND/3740 dated 31-01-2017 of Department of Health and Family Welfare, Swasthya Bhaban, Kolkata-700091. The payment shall be made after satisfactory completion of the job. The Agency must submit the bills in duplicate.


  
District Nodal Officer  
Swasthyasathi & RSBY, North 24 Parganas

Memo No. 134/I(4)/RSBY

Date:14/12/2018

Copy forwarded for information and wide publicity to:

1. The Secretary, North 24 Parganas Zilla Parishad, Barasat
2. The Nazareth Deputy Collector, North 24 Parganas Collectorate, Barasat
3. The District Informatics Officer, North 24 Parganas, Barasat
4. Notice Board

  
District Nodal Officer  
Swasthyasathi & RSBY, North 24 Parganas