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WHEN REPLYING, PLEASE QUOTE

No. N/5/258
Date : 08.08.2014

From : **Secretary,**

West Bengal Board of Secondary Education,
Nivedita Bhawan, Block-DJ-8, Sector-II,
Salt Lake, Kolkata-700 091.

REVISED TENDER NOTICE

Sealed tenders are invited from the renowned and reliable Security Agencies for deployment of Security Personnel at Park Street Office, Nivedita Bhavan (Salt Lake Office), Ware House (Bikash Bhavan) Office, Derozio Bhaban (Kolkata Regional Office) of the West Bengal Board of Secondary Education as per the following specifications :-

- i) No. of Security Guards to be deployed ; -- 46 (40+6 relievers), the number may vary as per demand of the situation.
- ii) Total duty hours in a day will be divided into three shifts consisting of Eight (8) hours each.
- iii) One guard should accomplish Eight (8) hours duty in a day.
- iv) One day in a week of seven days must be granted as the day of weekly rest to a particular Security guard.
- v) Rate of wages should be quoted per security guard per month as per Memo No. 384/Stat/2RW/32/94/LCS/JLC dt. 02-07-14 read with Notification No. 439-MW/2W-11-2010 dt. 21-09-2011 issued by Office of the Labour Commissioner, Govt. of West Bengal and any other order issued by the Govt. time to time.
- vi) The Agencies should abide by Private Security Agencies (Regulation) Act, 2005 and as amended from time to time.
- vii) Credentials as per enclosed statement are to be submitted with the filled-up Tender Form.
- viii) Earnest Money of Rs. 20,000/- (Refundable) to be deposited at the time of submission of Tender Form in the form of Bank Draft (on Nationalised Bank) drawn in favour of " West Bengal Board Of Secondary Education ".

Interested Agencies may submit their tender addressed to the Secretary, W.B.B.S.E., Nivedita Bhavan, DJ-08, Sector-II, Salt Lake, Kolkata- 700 091 with inscription , "Tender for security services" within 18-08-2014 by 3-00 P.M in sealed cover to be dropped in the Box kept for this purpose in the Security Wing at Nivedita Bhaban, Salt Lake. The tender will be opened on the same day at 4-00 P.M. The Tender should accompany the information/particulars as per the requirements given in the enclosed pro-forma.

The West Bengal Board of Secondary Education however, reserves the right to accept or reject any tender without assigning any reason thereto.

Secretary
W.B.B.S.E.



WEST BENGAL BOARD OF SECONDARY EDUCATION
Nivedita Bhavan, DJ-8, Sector-II, Salt Lake, Kolkata-700091.

ANNUAL COMPREHENSIVE SECURITY SERVICE CONTRACT FOR THE OFFICES OF WEST BENGAL
BOARD OF SECONDARY EDUCATION AT DJ-8, SECTOR - II, BIDHAN NAGAR, KOLKATA - 700091.

CHECK-LIST ON DOCUMENTS SUBMITTED

1. Name of the Registered Firm/Agency :
2. Address of the Firm/Agency :
(with LL telephone, FAX and e-mail number)
3. Name & Address of the Proprietor/
Partners/Director (with Mobile Nos) :
4. Contact Person :
5. License Registration No under WB Private :
Security Agency Regulation rules
6. -Do- for contract Labour R & A act, 1970 :
7. PAN No :
8. Service Tax Regn No :
9. i) Registration with PF :
ii) Registration with ESI :
10. EMD submitted : Yes / No
11. Details of Past Experience for last 3 yrs : Yes/No
12. Details of annual Turn-over for last 3 years : Yes/No
13. Any other information you deem fit : (attach separate sheet if necessary)

Declaration

I/We hereby certify that the information furnished in the tender document are complete and correct to the best of my/our knowledge. I/we understand that in case of any deviation/incorrectness found in the statement submitted by us at any stage, my/our firm/agency will be liable to be black-listed and will neither have right to deal with the organization in future, nor would be eligible to get the EMD refunded.

(Signature of the Authorised Signatory with date and stamp)

WEST BENGAL BOARD OF SECONDARY EDUCATION

TENDER FORM

1. Name of the Work : 'Annual Security Service Contract for the Offices of the West Bengal Board Of Secondary Education at Nivedita & Derozio Bhaban, Ware House at Bikash Bhaban and at 77/2, Park Street, Kolkata.'

2. Location ; DJ-8, Salt Lake, Bikash Bhaban (Ground Floor), Salt Lake, Sector II And 77/2 Park Street, Kolkata-16.

3. Amount of earnest money furnished with details of deposit, No , date & Amount and name of the bank.

4. Security deposit at 10% of value of work done from every progressive bill to make up the total security deposit of 10% on the value of work done.

5. The contract will be for 12 months to be reckoned from the date of commencement as will be mentioned in the work order.

Having gone through the relevant tender papers (NIT, this tender form, scope of work, terms and conditions) I/We do hereby agree to execute the aforesaid work at rate Rs. per Security Guard/per month.

Date :

Signature
Agency

Place :

(With Seal)

Address :