



**Government of West Bengal**  
**Office of the District Magistrate, Jalpaiguri**  
**(Panchayats & R.D. Section.)**  
**Post & Dist: Jalpaiguri**

Phone no.03561-230443

Fax no.03561-225229

Email id-dprdo\_jalpai@yahoo.co.in

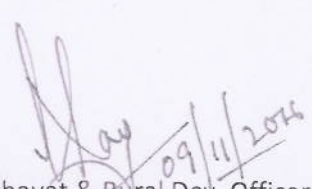
**Invitation Tender Notice**

Sealed tenders are invited from reputed & efficient Security Agencies for providing Security Services at District Panchayat Training & Resource Centre, Jalpaiguri

The authority has the right to verify & scrutinize the matters of agencies, who will participate in this bidding with subject to the following Terms and conditions.

1. The following documents shall be submitted along with Tender application for verification and Three Years' credential certificates in similar work.
2. The agency shall be submitted the valid/ updated Registration as well as tax clearance certificates of Central & State Government with all compliances for related services.
3. The rate of service should be quoted with Security Service Charges as per minimum wage under West Bengal Labour Act and other taxes, duties as applicable by the Central & State Govt. time to time and all the compliances of Provident Fund and Employees' State Insurance Act, Govt. of India
4. The tenure of service will be for one year from the date of agreement signed. And there would be no provision to continue further at any stage.
5. This agency must have minimum 20 (Twenty) Efficient Security Personnel.
6. The agency must have the capacity of shifting duty on 24X7 basis (i.e. 6 A.M. to 2 P.M., 2 P.M. to 10 P.M., 10P.M. to 6 A.M.).
7. The authority have right to discontinue the service in relating to security reasons during the agreement period without a prior giving any notice or otherwise communication.
8. Any type of duties & tax liabilities arises out against providing services like tax paid challan, Report /return (if any) must be attached while submitting the bill to this office.

Interested agencies are requested to drop the sealed tenders with all requisite documents on or from 10/11/2016 to 25/11/2016 till 3 P.M. at 1<sup>st</sup> Floor, P & Rd Section, Office of the District Magistrate, Jalpaiguri. The tender Box will be opened on 25/11/2016 at 4 P.M. at the office of undersigned. All the tenderers may remain present during opening .The undersigned reserves all right to accept/reject tender without any reasons.

  
District Panchayat & Rural Dev. Officer,  
Jalpaiguri

**Government of West Bengal**  
**Departments of Panchayats & Rural Development**  
Office of the District Panchayats & Rural Development officer  
Jalpaiguri, West Bengal

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**TENDER FORM SECURITY AGENCY AT DISTRICT PANCHAYAT TRAINING & RESOURCE  
CENTRE, JALPAIGURI**

To,  
The District Panchayats & Rural Development officer  
Jalpaiguri

Respected Sir,

With reference to your Tender Notice No. ...., dated  
..... The rate has been given as follows for your kind  
consideration .

1. Name & Address of the Tenderer

2. Rates offered per head per day

: Rs .....

Rupees .....

.....

- |  |          |
|--|----------|
| 3. Whether up date Income Tax has been cleared:    | Yes/No.  |
| 4. Whether up date Service Tax has been cleared:   | Yes/No.  |
| 5. Whether up date Trade License has been cleared: | Yes/No.  |
| 6. Whether up date P. Tax has been cleared:        | Yes/No.  |
| 7. PF documents :                                  | Yes/ No. |
| 8. ESI documents:                                  | Yes/ No. |
| 9. Credential Certificate:                         | Yes/ No. |

Full Signature of Tenderer with Official Seal