

ASANSOL DURGAPUR DEVELOPMENT AUTHORITY

(A Statutory Authority of the Government of West Bengal)

Asansol Office :

Vivekananda Sarani (Senraleigh Road)
Near Kalyanpur Housing More, Asansol - 713305
Ph. No. (0341) 2257377
Fax No. (0341) 2257379
e-mail : adda.asl@gmail.com
ceoadda.ud@gmail.com

Website : www.addaonline.in

Durgapur Office :

1st Administrative Building, City Centre
Durgapur - 713216,
Ph. No (0343) 2546716, 2546815
Fax No. : (0343) 2545793
e-mail : adda.dgpr@gmail.com
ceoadda.ud@gmail.com

Memo No. ADDA/ASL.

2613/VII/31/B Part I

Date : 04.01.18

NOTICE INVITING QUOTATION

Sealed Quotations are invited from the bonafied experienced Security Agencies for obtaining monthly rates for per skilled / unskilled security personnel showing separately for (1) Minimum wages as per order of Govt. of W.B. (2) P.F as per Govt. order (3) ESI as per Govt. order (4) Bonus@ 8.33% of monthly wages as mention in '1' (5) Uniform (6) Service Charge (7) Total of 1 to 6 (8) Grand Total. Earnest money of Rs 10000/ (Rupees ten thousand) only should be enclosed in the from of bank draft payable in favour of Asansol Durgapur Development Authority. Earnest money of successful tenderer will be covered onto Performance Security and it will be refunded to unsuccessful tenderers.

The following documents should be attached along with the quotation:

(1) Valid trade license (2) ESI Registration No. (3) EPF Registration No. (4) Service Tax Registration No. (5) PAN No. (6) Valid labour license (7) P.Tax Registration No. (8) Credentials.

The intending Quotationers should submit their quotation in their own office pad enclosing all the above mentioned documents.

The rate must be quoted in figures as well as words.

Probable number of Security Guards required: 23 persons (Lathiman) at different location and 3 gunmen, (including relievers).

The quotation /tender will be received by the authority on or before 25.01.2018 up to 02:00PM at the chamber of AEO, ADDA, Asansol and the same will be opened on the same date at 03:00PM.

The undersigned reserves the right to accept or reject the quotation without assigning any reason. For further information, please visit our web site www.addaonline.in.

Terms & Conditions:

1. All provisions of order of Labour Commissioner, Government of West Bengal vide memo No. 413/Stat/2RW/76/266/2000/LCS/JLC dated 02/07/2017 must be followed.

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2. Monthly payment to be paid to security guards within 5th of next month irrespective of receipt of payment by the Security Agency from ADDA and attested photocopy of master roll/acquaintance roll of preceding month need to be submitted along with the monthly bill. In absence of this document, bill shall not be processed.
3. PF and ESI money need to be deposited within 15th of next month.
4. Challans /Attested photocopy of documents related submission of PF & ESI money of preceding month need to be submitted along with the monthly bill. In absence of these documents, bill shall not be processed.
5. All statutory obligations under various Acts, rules and orders need to be meticulously followed and the Security Agency shall furnish all necessary documents to ADDA, if so asked for verification.
6. Identity proof of all the security personnel are to be submitted before issue of work order.
7. The agency must have the valid license with the State Govt. to operate a Security Agency within the State of West Bengal as per Private Security Agency Regulation Act 2005 and West Bengal Private Security Agencies (Regulation) Rules 2009. License should have the validity to operate within the State of West Bengal.
8. The duration of service to be provided in minimum 12 months.
9. The amount of Bonus @8.33% allocated against each & every Security Personnel will have to be provided to the concerned individual in total, i.e. for 12 month without interest before Durga Puja festival.

If of any point of time, if it is found that the Security Agency fails to observe above mentioned terms & conditions, the work order may be cancelled, Security money may be forfeited and claim on any unpaid bill may also be forfeited.


Chief Executive Officer
Asansol Durgapur Development Authority

(Signature)

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Copy forwarded for information with the request to arrange to display a copy of the notice in their office notice board for wide publicity to: -

1. The District Magistrate, Paschim Bardhaman, Asansol.
2. The Commissioner, Asansol Municipal Corporation
3. The Commissioner, Durgapur Municipal Corporation
4. The Commissioner of Police, Asansol Durgapur Commissionerate
5. The Sub Divisional Magistrate, Asansol
6. The Sub Divisional Magistrate, Durgapur
7. Assistant Executive Officer (Admn.), Durgapur
8. The Finance Officer, ADDA, Asansol
9. The HA, ADDA Office, Asansol
- ✓ 10. The System Manager, ADDA, Asansol/Durgapur with a request publish the same in the web site of this office
11. PA to Honorable Chairman, ADDA.
12. Office Copy.


Chief Executive Officer
Asansol Durgapur Development Authority

(Sd/-)