

DISTRICT EMPLOYMENT EXCHANGE: BOUDH

Mail Id : deoboudh@rediffmail.com

Letter No 79.....DEEx, Boudh dt...01.03.2019

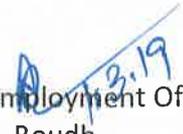
EXPRESSION OF INTEREST NOTICE

District Employment Exchange, Boudh invites Expression of Interests in Sealed cover from the intending Manpower Service Providers / Agencies / Firms to provide service of one Watchman to the District Employment Exchange, Boudh on outsourcing Basis for performing watch and look after the office and Biju Dakhyata Bikash Kendra functioning under OSDA. The application form meant for providing Manpower Services attached below. The detailed specifications of the post are given in the following table.

Sl.No	Particulars	Specification
1.	Watch Man	The watchman should have 7 th passed.

TERMS AND CONDITION OF THE TENDER

1. The Service Provider should have registered the Firm under Commercial GST and indicate Service Tax No, EPF Regd. No, ESI Regd.No. & other required documents specified in the application form.
2. The Technical Bid & Financial Bid should be sent separately in closed envelop cover should be mention EOI Bid top of the envelop with full communicating address with Mob No. & Email id of the sender.
3. The Expression of Interests should reach to the undersigned on of before 25.03.2019. by 4 P.M.
4. The EOI paper opening date will be intimated letter on by over phone/ E mail.
5. The undersigned reserves all rights to cancel / modify / alter this Expression of Interests without assigning any reason thereof.

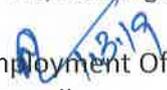

District Employment Officer
Boudh

Memo No 80 /DEEx, Boudh

dt...1.3.2019

Copy submitted to:-

1. District Informatics Officer, N.I.C, Boudh for favour of kind information with a request to kindly hoist the same in the District Website up to 25.03.2019 (4 P.M) for wide publicity purpose.
2. The District Information & Public Relation Officer, Boudh for favour of information with a request to make due publicity measure.
3. Office Notice Board of District Employment Exchange, Boudh.
4. Office Notice Board of Sub-Collector, Boudh & Executive Officer, NAC, Boudhgarh.


District Employment Officer
Boudh

APPLICATION FORM

FOR PROVIDING MANPOWER SERVICES TO DISTRICT EMPLOYMENT EXCHANGE, BOUDH

1. Name of Tendering Manpower Service Provider :
2. Name of Proprietor/Partner/Director : _____
3. Full Address of Registered : _____
Office _____
Telephone No : _____
Fax No. _____
E-Mail Address : _____
4. Full Address of Operating/ Branch
Office : _____
Telephone No. : _____
Fax No.: _____
E. Mail Address _____
5. Name & Telephone No. of
Authorised officer/person
(if any) to liaise with Field
Office(s)
6. Banker of the Manpower Service Provider: _____
(Attach certified copy of statement of
A/c for last Three years) with _____
Telephone Number of Banker _____
7. PAN / GIR No. _____
(Attach attested copy)
8. Service Tax Registration No. _____
(Attach attested copy)
9. E.P.F. Registration No. _____
(Attach attested copy)
10. E.S.I. Registration No. _____
(Attach attested copy)
11. Financial turnover of the tendering Manpower Service Provider for the last 3 Financial Years.

Financial Year	Amount (Rs. Lacs)	Remarks, if any
2015-16		
2016-17		
2017-18		

12. All statutory liabilities, Taxes, Levis, Cess etc. as per table given

Sl. No	Type of Manpower	Monthly Rate Per Person						
		Take home remuneration	E.P.F	E.S.I	Service Tax	Service Charge	Other statutory dues, if any	Total per person
1.	Watch Man							

* The remuneration of the Watch Man fixed @ Rs..... /- per month (inclusive of all taxes, services charges & other benefits).

13. Additional information if any
(Attach separate sheet if required)

Notes :

1. The total rate quoted by the tendering agency should be inclusive of all statutory/ Taxation liabilities in force at the time of entering into the contract.
2. The payment shall be made on conclusion of the calendar month only on the basis of no. of working days for which duty has been performed by the manpower.
3. The authority reserves the right to annul all bids without assigning any reasons.

DECLARATION

1. I _____ Son/ Daughter/ Wife of Sri _____ Proprietor Director / authorized signatory of the Service Provider, mentioned above, I am competent to sign this declaration and execute this tender documents ;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them ;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated documents would lead to rejection of my tender at any state besides liabilities towards prosecution under appropriate law.

Date :
Place :

Signature of authorized person
Full Name :
Seal :

Enclosures required :

The tendering Manpower Service Providers are required to enclose photocopies of the following documents (duly attested by Gazetted Officer of the State Governments / Central Government) **failing which their bids shall be summarily/out rightly rejected and will not be considered any further :**

- a) Registration certificate of the applicant organization ;
- b) Copy of PAN / GIR Card;
- c) Copy of the IT Return filed for the last three financial years ;
- d) Copies of EPF and ESI Certificates ;
- e) Copy of the Service Tax registration Certificate ;
- f) Certified extracts of the Bank Account containing transactions during last three years.

A