

PURBA BARDHAMAN ZILLA PARISHAD

ENGINEERING WING
COURT COMPOUND, BARDHAMAN
DIST.- PURBA BARDHAMAN, PIN - 713101.

Phone : 0342-2665684
Fax : 0342-2663327
e-mail -bzp.dist.engg@gmail.com

Memo No. - DE/NIQ/2117.

Date:- 12/12/2024

NOTICE INVITING QUOTATION

For and on behalf of the Purba Bardhaman Zilla Parishad, District Engineer, Purba Bardhaman Zilla Parishad invites sealed offers from the bonafide, reputed & resourceful, Firms/Agency for:

Sl. No.	Description of Work	Basic Remuneration
1	Providing One(01) Xerox Machine Operator for daily Xerox & maintenance of Xerox machine at ZP Office building	Rs.7000/-
2	Providing One(01) Group D category staff for daily miscellaneous works at ZP Office building	Rs.6000/-


Offer should be quoted on percentage basis (Maximum 2%) above Basic Remuneration be paid as per resolution vide no. 7.3& memo no 3114/PBZP/Estt./Artha/100, dated- 05.11.2024 on the supplied schedule of the proposal & GST, other taxes, as applicable. Offers shall remain valid for period not less than 90(ninety) days from the date of opening of bid. No claim for any additional charges, if any, shall be entertained.

Successful bidder should have required to execute an agreement in Non-Judicial Stamped paper worth Rs. 10/- (Ten) within 7(seven) days from the date of issue of the order as per norms along with depositing a security deposit amounting to Rs. 2,000/- which will be refunded on successful completion of the agreement period. The agreement is valid for one year which may be renewable on application as per satisfaction of Zilla Parishad.

Interested firms with Necessary valid tax clearance certificates, Pan Card, GSTIN, Trade License are to be shown at the time of application for obtaining necessary schedule documents with instruction to bidders which will be made available on all working days during office hours. In case of corrigenda & addenda, change of date, due intimation will be given in the web site www.burdwanzp.org / notice board of the office of the undersigned. Zilla Parishad is not liable for any cost that might have incurred by any bidder at any stage of bidding. Acceptance of lowest or any other offer is not obligatory. Also, the Accepted bidder shall have to submit the details of candidate provided for the service of Xerox Machine Operator.

The concerned agency / company for supply of manpower shall include: a) Consolidated wages (b) Employers contribution to EPF(c) Contribution to ESI. In addition, concerned agency as a hiring organization has to shoulder the burden of payment of other statutory obligation like EPF, ESI, GST etc. over & above the monthly basic remuneration of the employee. Zilla Parishad also reserves the right to distribute the service amongst qualified bidders.

Last Date & Time of Application for Quotation Documents: On 23/12/2024 up to 12:00 hours.
Date of Issuing Quotation Documents : On 23/12/2024 up to 16:00 hours.
Date of Submission of Offer : On 24/12/2024 up to 14:00 hours.
(Along with issued Quotation Documents)
Place of Issuing & Submission of Quotation Documents : Quotation Documents shall be issued from the office of the undersigned and to be submitted in the same office.
Date of opening of offer : On 24/12/2024 at 15:00 hours.

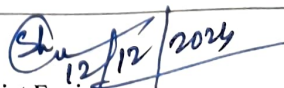

District Engineer
Purba Bardhaman Zilla Parishad

Memo No. - DE/NIQ/2117/42

Date:- 12/12/2024

Copy of Notice Inviting Quotation forwarded for favour of information with request to kindly display in his Notice Board for giving wide publicity to the :-

1-2)	Sabbhadhipati/Sahakari- Sabbhadhipati Purba Bardhaman Zilla Parishad .
3)	District Magistrate, Purba Bardhaman & Executive Officer , Purba Bardhaman Zilla Parishad.
4)	Additional Executive Officer / Financial Controller & Chief Accounts Officer/ Secretary, Purba Bardhaman Zilla Parishad
5)	Adhyaksha, District Council, Purba Bardhaman Zilla Parishad
6-15)	Karmadhakshya (All), Purba Bardhaman Zilla Parishad
16-19)	Sub-Divisional-Officer, (All), Purba Bardhaman
20-26)	Executive Engineer, WBSRDA, Bardhaman Division, Purba Bardhaman / Executive Engineer-I, Bardhaman Division , P.W.D. / Executive Engineer-II, Bardhaman Division , P.W.D. / Executive Engineer, Asansol Division , P.W.D. / Executive Engineer, Electrical Division, PWD / Executive Engineer, Bardhaman North Highway Division, P.W.(Roads) Directt./ Executive Engineer, Bardhaman South Highway Division, P.W.(Roads) Directt., Bardhaman.
27)	D.I.A., Purba Bardhaman Zilla Parishad is requested to arrange publication in Web Site http://www.burdwanzp.org
28-41)	Assistant Engineer (All/ Sub Assistant Engineer (All) / H.C./ Acctt. , D.E's/Acctt. , ZP, Purba Bardhaman Zilla Parishad
42)	Notice Board, Engineering Wing, Purba Bardhaman Zilla Parishad /One Extra Copy to District Engineer, Purba Bardhaman Zilla Parishad


District Engineer
Purba Bardhaman Zilla Parishad