

Office of the Revenue Divisional Commissioner,
Central Division, Cuttack

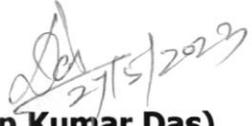
No. 7144 / Niz. Dated: 24.05.2023
Z-01/2023-24

TENDER CALL NOTICE

Sealed quotations/ tenders are invited from intending registered Organizations / Man power Service providers for engagement of 3 nos. of eligible and experienced persons with good moral character in this office as peon for a period of one year on outsourcing basis.

The firms / service provider agency may quote their price with specification including GST, Service charges etc. and ensure that quotation should reach the undersigned by 17.06.2023 at 12 noon. The terms & conditions for submission of quotations are available at annexure- 'A'. The Tender will be opened on 17.06.2023 at 3.00 p.m. by the Tender Committee in the presence of the proprietor / authorized representatives of the Organizations / service provider agency.

The undersigned reserves all the rights to cancel any or all the quotations without assigning any reason thereof.


(Sri Dillip Kumar Das)
Senior Administrative Officer,

Memo No. 7145 /Niz Dated:- 24.05.2023

Copy forwarded to Notice Board of this Office / Board of Revenue, Odisha, Cuttack / Collector, Cuttack / Sub-Collector, Cuttack / Tahasildar, Sadar Cuttack, Cuttack / Establishment Officer, CMC, Cuttack with a request to exhibit the notice board of their office for wide publicity.


Senior Administrative Officer

Terms and Conditions

1. The bidder should be registered in India as a company, firm, society or a trust. A self attested photo copy of the registration certificate should be furnished.
2. The bidder should have minimum 3 years of working experience in the field (State Govt. / Govt. of India institution / Govt. undertaking / corporation / banks / Govt. / private hospitals) on the stipulated date of bid submission.
3. The bidder must not have been blacklisted either by the tender inviting authority or by any State Govt. or Govt. of India Organization. The agency shall submit undertaking regarding the same on non-judicial Stamp paper of Rs. 20/-.
4. The bidder must submit self attested photo copy of labour registration certificate.
5. The bidder must submit self attested photo copy of registration certificate of EPF.
6. The bidder must submit self attested photo copy of PAN.
7. The bidder must submit the self attested photo copies of IT return for the last three years i.e. 2020-21, 2021-22 & 2022-23.
8. The bidder must submit the self attested photo copies of ESI Certificate.
9. The bidder must submit the self attested photo copy of GST Registration Certificate along with copy of GST return of last 6 months.
10. A sum of Rs.10,000/- (Rupees Ten thousand) only shall be deposited by the intending bidders in shape of Account Payee bank Draft drawn in favour of the **AFA-cum-Under Secretary to R.D.C., (C.D), Cuttack** towards Earnest Money Deposit (EMD). After completion of tender process, the amount will be refunded to unsuccessful bidders.
11. The successful bidder will have to deposit a performance security deposit of Rs. 10,000/- (Rupees Ten thousand) only in shape of Account Payee bank Draft drawn in favour of the **AFA-cum-Under Secretary to R.D.C., (C.D), Cuttack.**