



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF PANCHAYATS & RURAL DEVELOPMENT
STATE INSTITUTE OF PANCHAYATS & RURAL DEVELOPMENT
KALYANI, DIST. – NADIA, WEST BENGAL, 741235

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Memo.No.829/I-118/13

Dated :30/09/2013

NOTICE INVITING TENDER NO. 10 OF 2013-14

Sealed tenders are invited from the bonafide Labour Contractors/ Organisation/ Labour Co-operatives having vast experience and suitable manpower in the field of caretaking of the large organization.

01. NAME OF WORK :Sweeping, Cleaning and Washing of all rooms of the building of SIPRD, Gandhi Bhavan and Benoy Bhavan, Kalyani, Nadia including cleaning for the period from 11/10/2013 to 30/9/2014 by engaging 7(seven) personnel daily.
02. Location :Administrative Building including guest room, Hostel Buildings, Book Depository Building, Pump Room of both campus.
03. TERMS OF PAYMENT : Monthly / Quarterly/ Half-yearly as agreed.
04. DETAILED DESCRIPTION OF WORKS : Keeping the entire floor area of all office buildings and hostel buildings neat and clean by daily cleaning and washing all the :-
i) Rooms, ii) Bathrooms, iii) Staircases & Common passages, iv) Dining Halls in the hostel, v) Dusting of the furniture, vi) Glass panels of the doors and windows, vii) Daily collection of garbage & disposal in to Municipal garbage, vat.
05. The Tenderer should quote rate(s) in the table format shown below in their company's Letter Head in lump both in figures and words for 7(seven) Nos. of personnel (showing rates per personnel per month). The Tender Committee may ask any tenderer to clarify the rates quoted.

Rate of wage per Head/ Month in rupees (must not be less than minimum wage applicable as on date)	Other expenses per head per month for due compliance of Labour Laws	Service charge of the Agency per head per month for administrative cost etc.	Total rate per head per month (=1+2+3)
1	2	3	4

The lowest rate (L₁ rate) will be determined as per total rate per head per month (as mentioned in column 4 above).

