

WEST BENGAL STATE RURAL DEVELOPMENT AGENCY
(An Agency under P&RD Department, Govt. of West Bengal)

RRNMU, Bardhaman Circle,
RRNMU Building, Vill. – Malkita, P.O. – Bhita, P.S. – Dewandighi,
Block – Burdwan-I, Purba Bardhaman District, PIN – 713102

Rural Road Network Management Units (RRNMU), Bardhaman Circle

Memo No. 261-SE/RRNMU-Bwn-Circle/23-24

Date: 02nd August, 2023

e-NIT No. 04/SE/RRNMU-Bwn-Circle/2023-24 (1st Call)

Sealed tenders are hereby invited from Bonafide Security agencies having license of Private Security Agency issued by Home Deptt., Govt. of West Bengal and having Experience & Credential in Manpower Deployment.

The details of works are given below:

1. **Name of the Work:** Providing Multitasking Staff, Group-Ds, Security Guards cum Caretakers and Housekeeping-Sweeping-Cleaning personnel at Rural Road Network Management Units (RRNMU) at Malkita, Purba Bardhaman.
2. **Location for Security work:** RRNMU Building, Vill. – Malkita, P.O. – Bhita, P.S. – Dewandighi, Block – Burdwan – I, Purba Bardhaman District, PIN Code – 713102
3. **Terms & Condition of the work:**
 - I. Agency shall be responsible for strict vigilance over all the government properties within this Campus for preventing:
 - a) Loss of properties due to theft arson or vandalism.
 - b) Trespassing by unauthorized persons.
 - c) People from making nuisance.
 - II. The duty for security guarding will be for 3 (three) shifts of 8 (Eight) hours i.e., from 06:00 am to 02:00 pm, 02:00 pm to 10:00 pm and 10:00 pm to 06:00 am. The assignment of post will be ordered to the lowest rate quoter by this authority.
 - III. Attendance Register will have to be maintained under the supervision of an assigned Officer for payment of remuneration.
4. **Condition of Rate Quotation:**
 - a) Rates are to be offered as service charge including ESI, EPF, and Bonus only in rupees as consolidated amount for supplying personnel per month. The month in term means 26 days in a month. Other portion of the rate per head per month as Multitasking Staff, Night Guards cum Caretakers, Housekeeping-Sweeping-Cleaning personnel and Group-Ds, charge which include charges like minimum wages, bonus, ESI, EPF, etc. need be quoted as those are fixed as per the existing government norms. Minimum wages to be provided as per order no. **25/Stat/4RW/11/2022/LCS/JLC on dated 28/07/2023**. The Multitasking Staff, Security Guards cum Caretakers, Housekeeping-Sweeping-Cleaning personnel may vary time to time due to change of various rates related with the minimum wages act and labour acts by Government notification by the authorized Dept. of Government of India and Government of West Bengal. The service tax as per Government norms will be paid by this office to the agency entrusted at the same will be deposited to the Government receipt head by the agency to be entrusted. The agency will be bound to show the document of this deposit challan to this authority from time to time.
The agency will have to produce documents regarding submission of EPF, Bonus, ESI contribution and wages pay roll of the previous month along the prayer for payment from the institution.
So, the agency quoting lowest service charge only in rupees as consolidated amount for supplying a person per month will be issued the Work Order.

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- b) Self-attested photocopies of the following documents are to be submitted along with the application quoting rate.
- I. Latest return of Income Tax
 - II. PAN Card
 - III. P. Tax Clearance Certificate
 - IV. Security License
 - V. **Credential:**
 - a. Credential Certificate for last 3 years experience of supply Security Guards cum Caretakers, Housekeeping-Sweeping-Cleaning personnel & Office Staffs under Government or Semi Government Institute/Organization.
 - b. Experience of completed rural road works within last 3 years under Government / Semi Government organization. As the security and Office staff required to have experience in organization to be involved in road works as there are various test equipments & testing assistance in LAB needs to be provided by the staff from time to time.
 - VI. GST Registration Certificate
 - VII. ESI License, EPF License
 - VIII. Audited Balance sheet by C.A for last three years.
 - IX. Valid Trade License
5. **Earnest Money: Rs. 16,450.00/- (Rupees Sixteen Thousand Four Hundred Fifty)** only the amount should be deposited in State Bank of India in the Account No. **11184013609**, IFSC Code **SBIN0000048** in favour of Executive Engineer & HPIU, WBSRDA, Purba Bardhaman Division.
6. Contract period will be for 1(one) year, on satisfactory performance, Contract may be extended for another 1 or more years with additional Earnest Money as approved by competent authority.

SL.No.	Particulars	Date & Time
1.	Date and Time for Publishing of Tender (Online)	04.08.2023 (10:00 Hrs)
2.	Document Download Start Date (Online)	04.08.2023 (10:30 Hrs) (As per Server Clock)
3.	Bid Submission Start Date (Online)	04.08.2023 (10:30 Hrs) (As per Server Clock)
4.	Bid Submission End Date (Online)	18.08.2023 (17:30 Hrs) (As per Server Clock)
5.	Date of Opening for Technical Bid (Online)	21.08.2023 (10:00 Hrs) (As per Server Clock)
6.	Date of Opening for Financial Bid (Online)	To be Notified letter.
7.	Last Date of Bid Validity	120 days from the date of opening Financial Bid

All the tender process will be on line by E-tendering system [through <https://wbtenders.gov.in/>]

Authority reserved the right they accept or reject any quotation without assigning any reason thereof.


Superintending Engineer
P&RD Department, Govt. of West Bengal
RRNMU, Bardhaman Circle

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Memo No. 261/1(10)-SE/RRNMU-Bwn-Circle/23-24

Date: 02nd August, 2023

Copy forwarded for kind information and necessary action to:

- 1) Shri S. Sen, Additional Secretary to the Govt. of West Bengal, P&RD Department & ACEO, WBSRDA
- 2) Shri D. Biswas, Chief Engineer, P&RD Dept., Govt. of West Bengal
- 3) Shri A. Biswas, Superintending Engineer, P&RD Department, Govt. of West Bengal & SQC, WBSRDA
- 4) Shri B. Acharya, Superintending Engineer, P&RD Department, Govt. of West Bengal & Director, RCTRC, Kalyani, Nadia
- 5) Shri N. Naskar, Executive Engineer, RRNMU Bardhaman Circle, P&RD Department, Govt. of West Bengal
- 6) Executive Engineer (HQ), P&RD Department, Govt. of West Bengal
- 7) The Executive Engineer & HPIU, WBSRDA, Purba Bardhaman Division
- 8) The Financial Controller, WBSRDA
- 9) The Assistant Engineer, RRNMU Bardhaman Circle
- 10) The Finance Officer, WBSRDA, Purba Bardhaman Division



02/08/23

Superintending Engineer
P&RD Department, Govt. of West Bengal
RRNMU, Bardhaman Circle

Memo No. 261/2(3)-SE/RRNMU-Bwn-Circle/23-24

Date: 02nd August, 2023

Copy forwarded for kind information and necessary action to:

- 1) The Sabhadhipati, Purba Bardhaman Zilla Parishad
- 2) The District Magistrate, Purba Bardhaman & Executive Officer, Purba Bardhaman Zilla Parishad
- 3) The Additional District Magistrate, Purba Bardhaman & Additional Executive Officer, Purba Bardhaman Zilla Parishad



02/08/23

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e-Procurement Notice

The Superintending Engineer, RRNMU, Bardhaman Circle on behalf of Panchayats & Rural Development Department invites the item wise bids in electronic tendering system for Engaging Manpower Work at Rural Road Network Management Units (RRNMU) building at Malkita beside Dewandighi Police Station, Purba Bardhaman from the eligible security agency.

Availability of Bid Documents and mode of submission: The bid document is available online and should be submitted online in www.wbtenders.gov.in. The bidder would be required to register in the website which is free of cost. For submission of the bids, the bidder is required to have a valid Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities.

Last Date/Time for receipt of bids through e-procurement: 18.08.2022 (dd/mm/yyyy) up to 17:30 Hours (time). For further details please log on to www.wbtenders.gov.in.



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RRNMU, Bardhaman Circle