



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE JHARGRAM
BACKWARD CLASSES WELFARE & TRIBAL DEVELOPMENT SECTION
JHARGRAM

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Memo No: 482 /BCW/JGM

Dated. : 9-10-18

NOTICE INVITING TENDER

Sealed Tender is hereby invited by the District Magistrate, Jhargram from reputed and bonafide agencies for preparation a software for online application, online admit card generation in connection with engagement of contractual teaching and non teaching staff in RGGHS School, Belpahari.

The approved rate of this tender for the items mentioned bellow shall remain valid up to 120 days on and from the date of finalizing the tender. The approved lowest tenders shall be bound to bound to do the work as per approved rate offered by the agency as per terms and conditions within 120 days failing which the order will be treated as cancelled and agency will be back-listed by the authority in future.


THE TERMS AND CONDITIONS ARE ENUMERATED BELLOW:-

- 1) Rate should be quoted in the Agency's letter head (typed) against the item separately (as per prescribed format bellow) and the amount is to be written in figures as well as in words. Rate quoted shall be inclusive of all taxes and charges. No changes will be accepted.
- 2) Copy of i) Income Tax Return ii) GSTIN iii) Trade License iv) PAN should be submitted along with the quotation.
- 3) Incomplete and Incorrect tenders will not be accepted.
- 4) The authority has right not to accept the lowest rate subject to quality of works.
- 5) Certificates/ Credentials showing previous similar works taken up by the agency with the Govt. Deptt. Is to be enclosed with the tender documents by the intending tenderers.
- 6) All the Materials are to be supplied to the office of the Project Officer cum District Welfare Officer, Backward Classes Welfare and Tribal Development, Jhargram.
- 7) Instruction about submission of Tenders:
 - i) Tenders are to be addressed to the District Magistrate, Jhargram .

- ii) Tenders must be sealed and subscribed in capital letter "TENDER FOR DESIGNING SOFTWARE FOR PREPARATION OF ONLINE APPLICATION AND ADMITCARD GENERATING SYSTEMFOR VARIOUS TEACHING AND NON TEACHING POSTS OFRGGS,BELPAHARI."
- iii) Name and address of the Tenderers should be indicated on the cover containing the tender.
- iv) All papers are to be submitted with the Tender and the tender itself must be legible.
- v) Tenders must be signed in full on each page of tender papers. Sealed tenders dully filled in plain paper along with above mentioned documents should be dropped in the Tender Box kept in the office of the Project Officer cum District Welfare Officer, Backward Classes Welfare and Tribal Development, Jhargram from 09. 10.2018 to 31.10.2018 up to 3 pm and the same will be opened in the chamber of the Project Officer cum District Welfare Officer, Backward Classes Welfare and Tribal Development, Jhargram on 31.10.2018 at 4 pm. Any application received after 3 pm on 31.10.2018 will not be considered.
- vi) Earnest money receipt amounting to Rs.3000.00 (Rupees Three Thousand) only in the form of DD or Pay Order payable at SBI, Jhargram in favour of the District Magistrate, Jhargram along with the application.
- vii)The work in Sl. No.1 will have to be completed within 07 (Seven) days from the receipt of work order.

Rate should be Quoted in This Format

Sl. No.	Scope of Work	Deliverable	Rate in Rs.
1	Designing online application form for all teaching and non teaching posts of RGGS, Belpahari (sample enclosed)	Online application form in district website	
2	Designing downloadable admit card from information furnished by applicant. Scrutinizing and emailing the same	Online scrutiny , downloadable admit card & emailing the same to applicants.	


 Additional District Magistrate (BCW)
 Jhargram

Memo No 482/1(1)/BCW/JGM

Dated 9-10-18

Copy forwarded to:

The OC, IT, Jhargram with request to upload the notice in District website.


 Additional District Magistrate (BCW)
 Jhargram