

**OFFICE OF THE TREASURY OFFICER, DISTRICT
TREASURY, KALAHANDI**

Letter No. 12 Date 17/01/2025

TENDER CALL NOTICE

Sealed quotations are invited from the interested registered Outsourcing Agencies/Firm/NGOs and Private sector Company for engagement of Watch and Ward with Cleaning and sweeping of District Treasury, Kalahandi and its Sub-Treasuries on contract basis for the agreement in terms of Director of Treasuries & Inspection Letter No. T.E-II-CZ-131/20-14776/DTI Dated 28.10.2021 and Letter no. T.E-II-(CZ)-131/20-696 DATED 16.01.2024 for office of the District Treasury Officer Kalahandi and its Sub-Treasuries with following "Terms and Conditions.

1. The period of contract may be extended furthermore, provided the requirement of the office for manpower persists at that time or may be curtailed/terminated before the stipulated period owing to the deficiency in service Or sub standard quality of Manpower deployed by the selected service provider or because of change in the office requirement. The undersigned however reserves the right to terminate this contract at any time after giving one month notice to the selected service provider.
2. The interested Manpower Service Provider may submit the quotation in all respect on or before 28.01.2025 at 01.00P.M in the office of The District Treasury Office, Kalahandi in a sealed envelope super subscribing "Watch and ward with cleaning and sweeping" through service Provider through registered post/ speed post/ courier service or by Hand. The quotation papers should be dropped in the designated quotation box kept in the office of the undersigned. The Drop box will be available between 21.01.2025 at 10.30 AM to 28.01.2025 at 1.00 PM in the office of the District Treasury Office, Kalahandi and the same will be opened at 3.30 PM in same day.
3. The bid has been invited under two bid systems i.e. Technical Bid and Financial Bid. The bidders are advised to submit two separate envelopes super scribing "Technical Bid" for providing Man Power Services and "Financial Bid" for providing man power services. Both sealed envelopes must be kept in the third sealed envelope super-scribing Bid Documents for proposing man power services.
4. The Tender received beyond the date and time mentioned above shall not be taken into consideration. The Authority reserves the right to reject any or all tenders without assigning any reason thereof.

5. The man power service providers are required to enclose the photocopies of the following documents (Self attested) along with the quotation.
- The registered office or one of the branch offices of the man power service provider should be located within the jurisdiction of this Division.
 - The Service Provider should be registered with the appropriate registration authority.
 - They should have at least two/three years experience in providing manpower to Govt. Department/Office, Public sector companies/ Bank etc.
 - Self attested photo copy of GSTIN, PAN, EPF & ESI registration certificate.
 - Copy of IT Returns for the last three assessment year.
 - Copy of Income Expenditure statement along with the balance sheet for last three years (i.e. 2021-22, 2022-23, 2023-24).
 - They should have their own Bank Account.
6. All the entries in the quotation should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted. However the cutting if any must be initialed by the person authorized to sign in the quotation.
7. The undersigned reserves the right to cancel all the quotation without assigning reason thereof.

Memo No. 12 Date 17/01/2025
 Copy to the Notice Board and All Sub-Treasury Officer of Kalahandi for information.

Treasury Officer,
 Kalahandi

Memo No. 14 Date 17/01/2025
 Copy submitted to the Director of Treasuries & Inspection, Odisha, Bhubaneswar for favour of kind information

Treasury Officer,
 Kalahandi

Memo No. 15 Date 17/01/2025
 Copy forwarded to the DEGM, Kalahandi/Local News Paper for advertisement.

Treasury Officer,
 Kalahandi

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 Kalahandi