

Government of West Bengal  
Office of the District Welfare Officer,  
Backward Classes Welfare, Nadia.  
Administrative Building 3<sup>rd</sup> Floor, Block-A  
Krishnagar, Nadia.

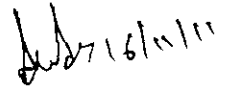
Memo. No. 3727/BCWN

Dated. 16.11.2011

TENDER NOTICE FOR DATA ENTRY WORKS OF GOVT. OF INDIA POST MATRIC SCHOLARSHIP SCHEMES FOR THE YEAR 2011-12

Sealed Tender (s) is/are invited for Fresh & Renewal work of Government of India Post-Matric Scholarship schemes under following terms and conditions from the bonafide Tenderers (Agencies) for updating of Renewal cases from CDs to be supplied by this office and new entry of fresh cases. The Tenderer may examine the total work in the office of the District Welfare Officer, Backward Classes Welfare, Nadia from 11.00 A.M. to 12.00 noon on any working day. The Tender(s) shall be received by the undersigned on 08.12.2011 upto 2.30 P.M. and will be opened on the same day at 4.00 P.M. when the Tenderer(s) may like to remain present. The Tenderers must quote the rate of two types of works both in figure and in words in single view entry in fresh case and single up dating for Renewal case. The successful Tenderer(s) shall do the work on the following terms and conditions.

1. The work shall be started on and from 12.12.2011 and be completed on 29<sup>th</sup> February, 2012.
2. The entire Data entry will be done by the Agency at their own computer set.
3. The print out of Bank Branch wise advice list of students shall be delivered by the agency both in check list (Draft) & in final print copy after correction if any.
4. Papers and other equipments shall be supplied by the Agency both in case of check list and final print out.
5. The checking of check list of Bank Branch wise advice shall be done by the office from time to time before "Final Print". Financial punishment will be charged for any kind of mistake even after checking.
6. In case of successful Tenderer Rs. 5,000/- on demand draft will have to deposited as security money by the Tenderer.
7. Security money will be released not earlier than three months from the respective date of completion of work.
8. Specially the Tenderer will complete the work with in specific date from the date of issue of work order in contravention of which money will be forfeited in absence of showing the reasonable ground in time for non completion of work in time and in writing.
9. The Bill shall be paid on production of the bill in duplicate, with a certificate to be obtained from the concerned section.
10. One C.D. regarding data entry shall be prepared Block wise & Municipality wise both in fresh & Renewal Cases mentioning the financial year.
11. The undersigned reserves the right to accept or to cancel any tender or all Tenders at any time without any reason thereof.

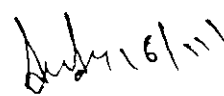
  
District Welfare Officer,  
Backward Classes Welfare, Nadia

Memo. No. 3727/1(8)/BCWN

Dated. 16.11.2011

Copy forwarded for information and wide circulation to :

1. The Sabhadhupati, Nadia Zilla Parishad, Krishnagar, Nadia.
2. The District Magistrate, Nadia
3. The Sub-Divisional Officer, Krishnagar sadar, Nadia
4. The District Information and Cultural Officer, Nadia.
5. The District Informatics Officer, NIC, Nadia with a request to display in the website in the District Nadia.
6. The Block Development Officer, Krishnagar-I, Nadia
7. The Chairman, Krishnagar Municipality, Nadia.
8. The Notice Board of Backward Classes Welfare, Krishnagar, Nadia.

  
District Welfare Officer,  
Backward Classes Welfare, Nadia