

**GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT CONTROLLER
FOOD & SUPPLIES, MURSHIDABAD
ADMINISTRATIVE BUILDING, 3RD FLOOR,
BERHAMPORE, DIST.MURSHIDABAD, PIN-742101**

Memo No: /DCFS/MSD/2017

Dated: /09/2017

RE-TENDER NOTICE FOR SELECTION OF AGENCIES FOR ENGAGEMENT OF DEO.S

For Ration Cards Life Cycle Management 17(seventeen) Data Entry Operators on hiring basis will be engaged in this district at the following places (Blocks and /or Municipality) from September 2017 to March 2018 at monthly remuneration not exceeding Rs. 11000/- per month as Memo No. 1885-FS/O/Sectt./IT-05/2014 dated 28.06.2017 of Special Secretary to Govt. of West Bengal, Food & Supplies Deptt.

1.Berhampore Sub-Division

- a) Berhampore Block
- b) Beldanga Miunicipality
- c) Beldanga-II Block
- d) Nowda Block

2.Lalbagh Sub-Division

- a) Murshidabad Municipality
- b) Jiaganj-Azimganj Municipality
- c) Bhagawangola-II Block

3.Kandi Sub-Division

- a) Kandi Block.
- b) Burwan Block
- c) Bharatpur-I Block

4.Jangipur Sub-Division

- a) Raghunathganj-II Block
- b) Jangipur Municipality
- c) Suti-II Block
- d) Samsrganj Block,
- e) Dhulian Municipality

5.Domkal Sub-Division

- a) Domkal Block
- b) Raninagar-I Block

Qualification of Data Entry Operators:

1. Not more than 37 years of age as on 01.09.2017
2. He/ She must be local resident of the area of posting
3. He/She must have Matriculation and Diploma in Computer(One Year) or equivalent educational qualification.

Terms & Conditions applicable for the Agencies for placement of DEOs :

Agencies must submit the following documents along with their applications quoting rate and list of offered DEOs:-

1. Credential of 3 years experience of Data Entry works at any Govt. Office
 2. Statuary component of salary payment proof including EPF and ESI deposition
 3. Registration Certificate I Trade License
 4. GST registration.
 5. The rate & payment mode of salary payment to the DEO per month and also administrative charge by agency.
6. Working experience and qualifications of the DEOs will be checked and verified by the authority first then the rate offered by the agencies will be considered



All quotations will be received at the office of the DCF &S Murshidabad in sealed envelopes till 17.10.2017 upto 12.00 NOON on all working days during offices hours. Quotation will be opened on 17.10.2017 at 2PM in the office chamber of the undersigned in pursuance of members of the Tender Committee as selected by the DM Murshidabad.

The Tender Committee reserve the right to reject any or all of the quotations without assigning any reason thereof.


Addl. District Magistrate (Gen)
Murshidabad

Memo No: 3660(74)/DCFS/MSD/2017

Dated: 25/09/2017

Copy forwarded for kind information to:-

1. The District Magistrate, Murshidabad.
2. The Shavadhipati, Murshidabad Zila Parishad
3. The Director, Dte. of DDP&S, F&S Dept., 11/A Mirza Galib Street, Kol-87
4. The Spl. Secretary(IT) to the Govt. of West Bengal, F&S Dept., 11/A Mirza Galib Street, Kol-87
5. The DIO NIC with request to put up the notice at the district website and also to attend the Tender Open Schedule.
6. The District Information and Culture Officer Murshidabad with a request to put up the notice at a district news paper.
- 7-11. All SDO(s) Berhampore/Kandi/Lalbagh/Jangipur/Domkal— with request to make an arrangement for display the notice at your office Notice Board.
- 12-16. The Sub-Divisional Controller, F&S Berhampore/Lalbagh/Kandi/Domkal/Jangipur with request to make an arrangement for display the notice at your office Notice Board
- 16-74. The BDO(s)/Savapati/Chairman,Block/Municipality.....with request to make an arrangement for display the Notice at your office Notice Board.


Addl. District Magistrate (Gen)
Murshidabad