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**OFFICE OF THE REGIONAL MANAGER**  
**WEST BENGAL STATE SEED CORPORATION LIMITED**  
**NAREN VILLA, STATION ROAD, JALPAIGURI.**

Docket No. 07  
Date 05/01/2018

N.I.T. 01/2018/WBSSCL/Jal/RM

Date:- 02/01/2018

**NOTICE INVITING TENDER**

Marked Sealed Tenders are hereby invited from the Registered Security Service Agency for providing one No. Security Guard and one No. Office Peon on contract basis to the office of the undersigned within 2:00 P.M. of 18/01/2018 through Registered post or dropping in Tender Box. Tender must be accompanied with requisite papers and E.M.D. of Rs. 5000/- through Bank Draft or Bankers Cheque in favour of West Bengal State Seed Corporation Ltd., Jalpaiguri. The said Tender will be opened at 3:00 P.M. in this office on same date.

**TERMS AND CONDITIONS**

1. Rate must be quoted separately for Security Guard and for Office Peon on monthly basis avoiding overwriting along with claim of GST charges both in word & figure.
2. Tender must be accompanied with self attested copy of valid Trade License, P.T.C., PAN Card, Security Service Providing Registration, GST Registration Certificate and Credential Certificate of any Government or Semi-Government Organization for last 3 (Three) years for providing Security Guard and E.M.D. of Rs. 5000/- must be reached in this office within scheduled date, time and venue.
3. Said tender will be opened at 3:00 P.M. on 18/01/2018 in the office of the undersigned only in presence of participated tenderers. Earnest Money (E.M.D.) of Rs. 5000/- must be deposited along with Tender through bank Draft or Bankers Cheque in favour of West Bengal State Seed Corporation Ltd., Jalpaiguri. E.M.D. of successful tenderer will be accepted as Security Deposit which is refundable on completion of contract period.
4. Payment will be made through A/C Payee Cheque on monthly basis against submission of bill (in duplicate) after deducting applicable Taxes.
5. Working period for Security Guard is regularly from 6:00 P.M. to 6:00 A.M. and for Office Peon from 10:00 A.M. to 6:00 P.M. only on working day.
6. Contract period firstly for six months, it may be extended for further period with the permission of the approving authority of this Corporation.
7. Security Service Agency will sole responsible for any type of loss of office property during night and will bear the lost value as per final decision of the authority of this corporation.

The Corporation reserves absolute right to accept or reject any one or all the tenders without assigning any reason.

*K. M. S. D.*  
02/01/18  
Regional Manager

**W.B. State Seed Corporation Ltd.**  
**Jalpaiguri Range, Jalpaiguri.**

Contd. Page -2

