

**GOVERNMENT OF INDIA
NATIONAL LIBRARY, KOLKATA**

National Library, Kolkata invites sealed quotations from registered companies / firms / agencies, in two separately sealed bids, one technical and the second financial, for supply of daily wage skilled, semi-skilled and unskilled manpower comprising of **data entry operators, binders-cum-menders, supporting staff – professionals jobs, supporting staff – miscellaneous jobs, workers-cum-labourers** and for other miscellaneous jobs necessary for facilitating day to day functioning of the Library.

Tender No.NL/ADM/Estt/2016-17/71

Date: 14.12.2016

Note:

- a) The Bid Document for the above mentioned job containing all necessary details of terms of reference and other specifications can be downloaded from www.nationallibrary.gov.in and <http://eprocure.gov.in/epublish/app> from 19.12.2016 to 09.01.2017. A demand draft for Rs.1,000/- (Rupees one thousand only) drawn in favour of the Director General, National Library, Kolkata must be submitted along with the technical bid.
- b) Only those firms who have experience in similar field from not less than 5 (five) years may submit their bids addressed to the Director General, National Library, Kolkata 700027 with Rs.3,00,000/- (Rupees three lakh only) as Earnest Money to be deposited as banker's cheque / pay order in favour of the Director General, National Library, Kolkata and all credentials regarding performance during the **last five years**.
- c) The bidder should have experience in serving an organization of repute among which one must be under Government of India / Govt. of India undertaking / State Government / autonomous organisation in India during the last **three years**.
- d) Bidder must have experience of executing one single order in supply of at least **60 nos. or above** personnel rendering the above mentioned or similar nature of services.
- e) The bidder must have minimum annual average turnover of **Rs.5 crore** during the last three years in subject mentioned jobs.
- f) Attested copy of certificate of registration for manpower supply.
- g) The bidder should have to provide Central Government/ State Government Labour Licence as applicable.
- h) The bidder must produce the following certificates duly signed by the respective competent authorities / **Class-I Judicial Magistrate** stating that the "*company/firm is not a defaulter of payment of statutory dues during the last three years as on today*"
 - EPF
 - ESIC
 - Service Taxes
- i) The bid document must be submitted in the Quotation Box, Office of the L.I.O-I, 2nd Floor, Bhasha Bhawan, National Library, Belvedere, Alipore, Kolkata 700 027 between 10.00 am to 5.00 pm in all working days latest by 2 pm on **09.01.2017**.
- j) The Technical Bids shall be opened at 3 pm on **09.01.2017** at the National Library, Kolkata. The date of opening of the financial bids of the technically successful bidders will be intimated in due course of time.
- k) The National Library retains the right to reject any or all bids at any stage and the decision in this regard shall be final.
- l) Any bid received after the submission deadline prescribed by the National Library shall be rejected and returned unopened to the bidder.
- m) The National Library may ask to produce original documents for verification, as and when required.
- n) The rate quoted should be valid up to **31.03.2017**.

(Arun Kumar Chakraborty)
Director General, National Library