

SAHEED ANURUP CHANDRA MAHAVIDYALAYA

A DEGREE COLLEGE OF ARTS & COMMERCE

Affiliated to the University of Calcutta
Recognized by the University Grants Commission



Memo No.:130(2)/SACM/Quotation/2023

Date:12.09.2023

NOTICE INVITING QUOTATIONS

Saheed Anurup Chandra Mahavidyalaya, Burul, South 24 Parganas, 743318, hereby invites sealed quotations for providing **Two** Sweeper/Cleaner (**One Male & One Female**) at the College premises for one shift on daily basis from reputed Agencies as per details furnished below:

The interested bidders are required to submit their quotations by way of filling up two separate application formats on their company's Letter Head – one for the Technical Bid and the other for the Financial Bid. The quotations (both technical and financial bid) along with relevant documents must be send to College Office only.


The authority reserves the right to accept / reject any tender without showing any reason thereof.

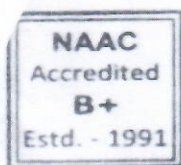
Only Hard Copy will be accepted.

- Date of Issue/Publishing of Notice - 12.09.2023
- Last date of submission of quotations - 21.09.2023 (Up to 05.00 P.M.)
- Date and Time of opening of quotations – 22.09.2023 (12.30 P.M.)

Further any query, Please Contact - 9748021855




Principal
Saheed Anurup Chandra
Mahavidyalaya



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Before filling up the bidders are required to note and follow the requirements given below :

1. Place of Duty: Saheed Anurup Chandra Mahavidyalaya Campus, Burul, South 24 Parganas
2. Duty hours: 8 am to 4 pm (Monday to Saturday excluding public holidays)
3. Day off: Sunday
4. Age: Above 20 years and below 55years

CLEANING REQUIREMENTS

PLACE	FREQUENCY
Principal's Office, Staff Room, College Office	Daily
Classrooms, Laboratory, Library and Other Room	Once every week
Toilet	Daily
Corridors	Once every week
Outdoor Space in front of the college office	Daily
Students Common room and Students Union room	Once every 15 days




Principal
Saheed Anurup Chandra
Mahavidyalaya



Submission of Quotation for providing **Two**Sweeper/Cleaner(**One Male & One Female**)at the College premises for one shift in Saheed Anurup Chandra Mahavidyalaya, in response to your Notification No. 130(2)/SACM/Quotation/2021, Dated – 12.09.2023

APPLICATION FORMAT FOR TECHNICAL BID

To
The Principal
Saheed Anurup Chandra Mahavidyalaya
Burul, South 24 Parganas
743318

Sir,

Kindly find the Technical Bid for the engaging **Two Sweeper/Cleaner (One Male & One Female)**, in response to your Quotation Notification No. 130(2)/SACM/Quotation/2021, Dated – 12.09.2023 published in your college website

01.	Name of the bidder																				
02.	Nature of the bidder	Single proprietor / Partnership / Limited Company / Others -																			
03.	Address with mobile number and WhatsApp number																				
		Mobile																			
		WhatsApp																			
04.	Trade License No																				
05.	GST No																				
06.	PAN No																				
07.	Whether company providing ESI/EPF for their staff	Yes/No																			
08.	Work Experience	Whether providing service to any educational institution/organization															Yes / No				

**To be enclosed: 1. Self-attested copy of all above mentioned documents & experience certificate
2. Company's 3-year IT Return.

Authorized Signature of the Proprietor / Firm / Company with Seal




Principal
Saheed Anurup Chandra
Mahavidyalaya

