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**National Rural Employment  
Guarantee Scheme  
(West Bengal)**

**Govt. of West Bengal  
Office of the District Magistrate  
M.G.N.R.E.G.A Cell, Birbhum**

NIT No. 1081 (28) MGNREGA

Dated. 27.12.11

## **TENDER NOTICE**

Sealed tender is hereby invited from the bonafied and resourceful agencies having sufficient experience and manpower for performing the following works mention below

Sl No	Item of Works	Volume of works	Site of work
1	Registration/ Renewal of Job Cards and uploading the same in MGNREGA website.	Approximately 6.5 lakh Job Cards	Gram Panchayat level
2	Addition / Deletion of applicants and uploading the same in MGNREGA website.	Approximately 3 lakh	Gram Panchayat level
3	Correction / Alteration / Modification of any entry and uploading the same in MGNREGA website	As and when required as per field level assessment	Gram Panchayat level
4	Photo scanning and uploading the same in the MGNREGA website	Required for 6.5 lakh Job Cards approximately	Gram Panchayat level
5	Photo taking and Printing of Job Card holders and uploading the same in the MGNREGA website	Required for 6.5 lakh Job Card approximately	Gram Sansad and Gram Panchayat level

**N.B:** Actual volume of works may vary depending on the field level situations.

### **Terms & Conditions**

1. The agencies willing to participate in the tender must have sufficient nos. of well trained technicians, so that total work will be completed within 60 days.
2. No equipments will be supplied departmentally. The agencies have to made available equipments like computers with require softwares, scanner, printer, UPS etc. as required for performing the expeditiously and properly.
3. Data should be uploaded in the MGNREGA website within 7 days from its capturing / entering in the software for each GP / Block
4. Application for tender will be received at the District MGNREGA Cell, Birbhum from 11.00 AM to 5.00 PM on all office days upto 9<sup>th</sup> January, 2012 in the prescribe format along with all relevant documents.
5. Sealed Tenders shall have to be dropped in tender boxes kept for that purpose in District MGNREGA Cell.
6. Tenders will be opened on 10<sup>th</sup> January at 3.00 PM at the chamber of the District Nodal Officer, MGNREGA Cell, Birbhum.
7. 2% I. Tax will be deducted at source of payment.
8. Bill will be paid after submission of the raw database and uploading status of the same. No advance will be made from this end. For every week's delay in completion of assigned work 5% of the payment for unfinished work may be withheld/ canceled.
9. Successful tenderer must execute a bond in the non judicial stamp paper worth of Rs. 10/-
10. Final work order will be issued after successful completion of a test case within the stipulated time limit of 15 days for the date of particulars selected Gram Panchayat if the agencies primarily selected failed

to do this, the agencies will be rejected on this ground then and there and in such cases of rejection the earnest money will be forfeited.

11. For administrative convenience, for expediting and ensure better quality the work of 19 blocks may be divided amongst the bidders at the lowest accepted rate. The decision of the authority shall be final.
12. In case the agencies which is awarded with the job is not able to perform from the point of quality or time schedule the undersigned reserves the right to cancel the work order and assign the work to other competent agency. In that case agency will have no financial claim over the MGNREGA Cell.
13. The undersigned reserves the right to accept or reject any tender or the whole tender process at any time without assigning any reason of such rejection or acceptance.

  
District Magistrate  
&

District Programme Co-ordinator,  
Birbhum

Dated. ..27.12.11

NIT No. 1081(28)..... MGNREGA

Copy forwarded for information and publication to:

- 1) The Principal Secretary, Panchayat and Rural Development Department, Govt. of West Bengal with the request for publishing the notice in the P&RD website
- 2) District Magistrate & District Programme Co-ordinator, Birbhum
- 3) Addl. District Magistrate & Addl. District Programme Co-ordinator, Birbhum
- 4) The Sub Divisional Officer, Sadar (Suri)/ Bolpur/ Rampurhat Sub Division
- 5) DIO, NIC, Birbhum for publishing the notice the website.
- 6) DICO, Birbhum
- 7) District Nodal Officer, MGNREGA Cell, Birbhum
- 8) Office Notice Board.
- 9 - 28) Block Development Officers (All)

  
District Magistrate  
&

District Programme Co-ordinator,  
Birbhum

# TENDER FORM

Ref NIT No. \_\_\_\_\_ /MGNREGA , dt. ....

To

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Signature of the issuing  
authority

### Rate offered by the tenderer

Sl No	Description of Works	Site of works	Rate offered
1	Registration / Renewal of Job Cards and uploading the same in MGNREGA website including all complete.	Gram Panchayat level.	Rs.....per Job Card in word..... .....
	Addition / Deletion of Applicants and uploading the same in MGNREGA website including all complete.	Gram Panchayat level.	Rs.....per Applicant in word..... .....
3	Correction / Alteration/ Modification of any entry and uploading the same in MGNREGA website including all complete.	Gram Panchayat level	Rs.....per entry in word..... .....
4	Photo scanning and uploading the same in MGNREGA website including all complete.	Gram Panchayat level	Rs.....per Photograph in word..... .....
5	Photo taking and printing of Job Card holders and uploading the same in MGNREGA website.	Gram Sansad and Gram Panchayat level	Rs.....per Photograph in word..... .....

Date: .....

Signature of the Tenderer