

OFFICE OF THE DISTRICT CONSUMER DISPUTES
REDRESSAL COMMISSION, PURI(ODISHA)

AT/P.O- Near Govt. Women's College, Station Road,Puri-752002 (Odisha)
Email ID-dcdrc.puri@gmail.com

TENDER CALL NOTICE

No. /DCDRC Dated.

Sealed tender is invited from the reputed manpower agencies /service providers having valid license,statutory clearance, service tax registration, EPF registration,ESI registration and PAN No. for providing 1(One) No of Manpower i.e Peon under the establishment of District Consumer Disputes Redressal Commission,Puri-752002 for a period of three year from the date of agreement of contract.

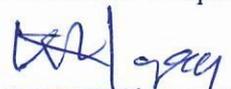
The tender paper duly fillied alongwith EMD of Rs. Rs.2,000/- in shape of Bank Draft of any Nationalized Bank drawn in favour of the President,District Consumer Disputes Redressal Commission,Puri Payable at Puri. Should reach in the office through Registered Post/Speed Post, latest by 2.00P.M on dated. 29.11.2022.

Details of the terms & condition of tender is available at [.www.puri.nic.in](http://www.puri.nic.in)


14/11/2022
President,
District C.D.R Commission,Puri

Memo No Dated.

Copy to the notice Board of Collector,Puri/District Consumer Disputes Redressal Commission,Puri for widel publicity.


14/11/2022
President,
District C.D.R Commission,Puri

Memo No

Dated.

Copy forwarded to the Commissioner-cum-Secretary to Government, Food Supplies & Consumer Welfare Department, Odisha, Bhubaneswar for information and necessary action.



President,

District C.D.R Commission, Puri

14/11/2022

Memo No

1069

Dated.

14.11.2022

Copy forwarded to the District Information Officer, NIC, Puri for information with instruction to make it available in district website-www.puri.nic.in



President,

District C.D.R Commission, Puri

14/11/2022

**OFFICE OF THE DISTRICT CONSUMER DISPUTES
REDRESSAL COMMISSION, PURI(ODISHA)**

AT/P.O- Near Govt. Women's College, Station Road,Puri-752002 (Odisha)
Email ID-dcdrc.puri@gmail.com

TENDER CALL NOTICE

No. 2 /DCDRC Dated. 14.11.2022

**TENDER FOR ENGAGEMENT OF 1(ONE) NO OF PEON THROUGH
SERVICE PROVIDER AGENCY**

Sealed tender is invited from the reputed manpower agencies /service providers having valid license,statutory clearance, service tax registration. EPF registration,ESI registration and PAN No. for providing 1(One) No of Manpower i.e Peon under the establishment of District Consumer Disputes Redressal Commission,Puri-752002 for a period of three year from the date of agreement of contract.

1. Date of Submission of Tender Proposal- From 14.11.2022 to 29.11.2022 up to 2 P.M)
2. Date of Opening of Tender- Dt. 29.11.2022 at 3.30 P.M

QUALIFICATION/CRITERIA FOR THE REQUIRED POST

Sl. No	Position	Minimum Qualification & Experience	Job Responsibility
1	Peon	Middle English School Certificate Examination or an Equivalent Examination	Management of daily official work & logistic support for the official & other staff. Any other reasonable work.

TERMS & CONDITIONS FOR THE ABOVE SAID POST.

1. The candidate must fulfill the required qualification as mentioned. The original certificate of qualification and age shall be produced to this office by the service provider. The candidate must be above 18 years of age.
2. The deployment of the candidate shall be on contract basis with a consolidated remuneration of Rs.10,100/- per month.

3. Besides above the " Authority" shall pay service tax as applicable.
4. The payment will be made to the service providing agency on monthly basis but not in the name of candidate.
5. The candidate should have to discharge his duties during working hour. He will attend the office work beyond the office hour & even on Government holidays if required.
6. The Authority has the right to ask the service providing agency to withdraw/replace any candidate at any time who has been reported by the Authority as disobedient towards his/her service. The service provider has to agree to act promptly on such request by the Authority.
7. After completion of selection process an agreement shall be made by the selected service provider with the undersigned for engagement of Peon as per the need of the of vacancy in this institute.
8. At the end of each month, the Authority will produce the absentee statement along with work particulars of the candidate to the service provider towards the performance of duty& the service provider will submit the bill to the Authority to get the consolidated payment there after.
9. The agreement so executed shall be terminated on written notice of two months from the either side.
10. Any other dispute if any & should be brought to the notice of the Authority and shall be decided as per existing Government rules,regulation & stipulation as deemed proper.
11. The minimum turn over of the service provider should be Rs.12.00,000/- per annum.

DOCUMENTS TO BE SUBMITTED BY THE SERVICE PROVIDER

1. EMD of Rs.2,000/- in shape of Bank Draft of any Nationalized Bank drawn in favour of the President,District Consumer Disputes Redressal Commission,Puri Payable at Puri. The Bank Draft in Original to be enclosed with the quotation.

2. Tender proposal maintaining service tax & service charges etc should be submitted by the service provider in his Official letter pad.
3. Attested Copy of Registration Certificate of the Agency with appropriate Registration Authority.
4. Copy of documents showing 3 to 5 years of experience of providing manpower to Government & Semi Government organization.
5. Attested copy of PAN/GIR Card.
6. Attested copy of latest IT return filed by the Agency of the last 2-3 years.
7. Attested copy of the Service tax /GST registration certificate.
8. Attested copy of the EPF Registration Certificate.
9. Attested copy of the ESI Registration Certificate.
10. Latest GST deposit challan.
11. Latest EPF/ESI deposit Challan.

The successful bidder has to execute an Agreement of mutually agreed terms & conditions with the undersigned before agreement of the worker. The tender proposal should be reached in this office by registered/speed post in any working day within the stipulated date and time. The undersigned reserves the right to reject/cancel any or all the tenders proposal at any stage and moment without assigning any reason thereof. The undersigned is not responsible for any postal/dispatch delay.



President,

11/11/2022
District C.D.R Commission, Puri