

GOVERNMENT OF WEST BENGAL
 DEPARTMENT OF HEALTH & FAMILY WELFARE
 West Bengal State AIDS PREVENTION & CONTROL SOCIETY
 1st Floor, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-700091

Memo No: HFW-28018(14)/2/2019-FIN SEC-Dept. of H&FW/NIQ- 10
Dated: 11/03/2022

NOTICE INVITING QUOTATION

(NIQ)

Ref.: G.O. no. 5400-F(Y) dt.25.06.2012

The Project Director, West Bengal State AIDS Prevention and Control Society, hereinafter referred to as WBSAP&CS, invites sealed quotations for engagement of EPF Consultant to its office. The said notice inviting quotation is also available in our office.

The table of requirement is as follows below:-

1. List of Requirement/Service:

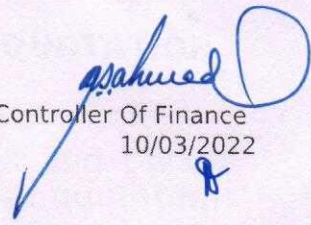
S.N.	Service	Duration	Place	All inclusive Rate
1	EPF monthly return and other EPF related matter	1 ST May, 2022 to 30 th April, 2023	WBSAP&CS	

2. Date and time schedule of quotation:

1	Date of publishing of NIQ	11 / 03 / 2022
2	Last date for submission of bids	17 / 03 / 2022 at: 2 pm
3	Date of opening of bids	Next working day at 2 pm

3. **Eligibility cum Selection Criteria:-** The Firm/ Authorised Person should have at least 2 years of relevant experience in this field. On fulfilment of the above eligibility, the selection shall be based on L1 Bidder.
4. **Period of Service:** The period of service shall be initially 1 year; however, the service shall be renewed based on satisfactory service of the selected bidder.
5. **Deduction of Income Tax at Source:** Since professional service of the Firm/Person is being hired, income tax shall be deducted at source from all the accepted payments from time to time as per existing Rules.
6. **Resolution of Dispute:** In case of dispute, the decision of Project Director, WBSAPCS shall be final.
7. **Termination:** Either of the parties can terminate the work order in giving one month notice in writing. In the event of termination of work order all the records on behalf of WBSAPCS shall be handed over by the firm/person to WBSAPCS office.
8. **Terms and Mode of Payment:** Payment shall be made on quarterly

- basis after receipt of bill along with satisfactory service report.
9. The bids shall remain valid for acceptance for a period of 180 days (One hundred and eighty days) after the date of bid opening prescribed in the Bid document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
 10. **Availability of Funds:** Expenditure to be incurred for the proposed service will be met from the funds available with WBSAP&CS.
 11. WBSAPCS reserves the right to reject any or all of the quotations without assigning any reason whatsoever.


Controller Of Finance
10/03/2022