



Office of the District Manager
WEST BENGAL STATE SEED CORPORATION LIMITED

(A Govt. of West Bengal Company)

Road Station (Dakat Pukur), P.O. Krishnagar, Nadia, West Bengal, PIN-741101

Memo No.: 233/WBSSC/KNG

Dated: 16.08.2017

NOTICE INVITING QUOTATION

Reference No. : WBSSCL/KNG/NIQ - 01/2017 - 18.

Sub: - Engagement of agencies for GST filing return & other services.

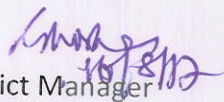
Sealed quotations are invited from bonafied and experienced professionals for engagement agencies for one year for the following assignments in respect of this district unit of the corporation.

1. Data entry for preparation of monthly Accounts (Cash & Stock Book) in GST enabled Tally.ERP 9 for Nadia District unit.
2. GST monthly return in GST enabled Tally.ERP 9 for Nadia District Unit.
3. GST annual return in GST enabled Tally.ERP 9 for Nadia District Unit.

Terms and Conditions

- a. The consolidated rate should be quoted for all the works above both in figures and in words with breakup of all taxes as applicable in West Bengal, on yearly basis. The details of taxes may also be depicted.
- b. Quotation in marked and sealed cover along with attested copies of valid Trade License, PAN and GST No. and credentials should be dropped in the earmarked box kept in the office premises within office hours **up to 2.00 P.M. on 25.08.2017** specifying clearly on the top of the envelop "QUOTATION FOR GST FILING RETURNS AND OTHER SERVICES" and reference number. The quotation will be opened on the same day i.e. on 25.08.2017 at 2.30 P.M. and interested quotationer may remain present at the time of opening of the quotation.
- c. The corporation reserves the right to accept or reject all the quotations without assigning any reason thereof.
- d. Payment will be made through A/C Payee Cheque against the submission of the bill in duplicate on Pro-rata basis.
- e. The penalty if any imposed by GST authority due to wrong/delayed filing for negligence of the agency will have to be borne by the said agency. In such case agency shall be liable to compensate any loss suffered by the corporation.

- f. The contract will be initially for one year starting from the date of execution of the agreement. If the service of the agency is found satisfactory the contract with the agency may be extended on year to year basis with the mutual agreement between the parties. However, if any are noticed during the currency of the contract period or any contractual dispute, the contract can be terminated by the giving one month notice.
- g. The successful bidder will have to enter into an agreement in Non judicial Stamp Paper of Rs.10/20 denomination with the corporation before taking up the assignment.
- h. In case of any ligation, the matter will be referred to Kolkata High Court jurisdiction.

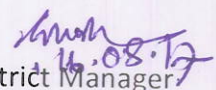

District Manager
W.B.S.S.C Ltd. Nadia.

Memo No.:233/1(12)/WBSSC/KNG

Dated: 16.08.2017

Copy forwarded for information and necessary action:

1. The Managing Director, WBSSC Ltd. Kolkata – 700 013.
2. The Regional Manager, WBSSC Ltd. Burdwan Region.
3. The Finance & Accounts Officer/AO – I/AO – II/I.A.O. of WBSSC Ltd. Kolkata – 700 013.
4. District Magistrate, Nadia.
5. The Sabhadipati, Nadia Zilla Parishad, Krishnagar.
6. District Informatics Officer, NIC, Krishnagar with request to publish the notice on the official website of the Nadia District.
7. D.D.A (Admin.), Nadia – please remain present at the time of opening of quotation.
8. District Information Officer, Krishnagar, Nadia.
9. The Post Master, Krishnagar Head Post Office.
10. The Station Master, Krishnagar.
11. Notice Board of this office and upload our website at www.wbsscl.com.
12. Accountant / Store Keeper of this office.


District Manager
W.B.S.S.C Ltd. Nadia.