

Memo No.

/BCWN

Dated

RE-TENDER

DATA ENTRY WORKS OF GOVT. OF INDIA POST MATRIC SCHOLARSHIP SCHEMES FOR THE YEAR 2012-13

Sealed Tender (s) is / are invited for data entry work under Government of India Post-Matric Scholarship Scheme during 2012-13 from the bonafide tenderers (agencies). The data entry work including printing should be done for 50,000 nos. Renewal Cases and 45,000 nos. Fresh Cases approximately. In case of renewal cases the CD(s) of last year cases will be supplied to the successful tenderer from this Office. The tenderer may examine the total work in the office of the District Welfare Officer, Backward Classes Welfare, Nadia from 11.00 a.m. to 12.00 noon on any working day. The Tender (s) shall be received by the undersigned on 05.11.2012 upto 2 p.m. and will be opened on same day at 3.00 p.m. when the Tenderer may remain present. The Tenderers must quote the rate of three types of works both in figure and in words, like updating of Renewal Cases from CDs of last year and Entry of Fresh Cases and Deletion of Cases separately. The Successful Tenderer(s) shall do the work on the following terms and conditions.

1. The work shall be started on delivery of register from this office and to be completed by Dec. 2012.
2. The entire data entry work will be done by the Agency at their own computer sets, The datas for Fresh CD & Renewal CD, CD for crystal report will be supplied to the successful tenderer. The report generating copy in to be submitted by the Agency as per model to be supplied from this Office.
3. Papers and other equipments shall be supplied by the Agency both in case of check list and final print out.
4. The formal checking of check list of Bank Branch wise advice shall be done by the office from time to time before "final Print". Financial punishment will be charged for any kind of mistake even after checking.
5. The Bank Branch wise print out of final list of students shall be delivered by the agency immediately after final print.
6. The successful Tenderer shall have deposit Rs. 5,000/- as security money in favour of Dist. Welfare Officer, Backward Classes Welfare, Nadia by demand draft which shall be released after one month from the date of completion of work.
7. The Tenderer shall complete the work within stipulated date from the date of issue of work order failing of which security money shall be forfeited.
8. The C.D(s) regarding data entry ( for fresh & renewal. Including deletion). CD for Crystal report and report generating copy should be submitted Block-wise & Municipality wise immediately after completion & full delivery of the work.
9. The bill shall be paid on production of the bill in duplicate, with a completion certificate to be obtained from the concerned section of this Office.
10. The undersigned reserves the right to accept or to reject any tender or all tenders at any time without assigning any reason thereof.

*sd/-*  
Dist. Welfare Officer,  
Backward Classes Welfare, Nadia  
Dated. 30/10/12

Memo No. 4461/1(a)/BCWN

Copy forwarded for information and wide circulation to:

1. The A.E.O, Nadia Zilla Parishad, Krishnagar, Nadia.
2. The District Magistrate, Nadia. (Nezarath Section)
3. The Sub-Divisional Officer, Krishnagar Sadar, Nadia
4. The District Information and Cultural Officer, Nadia
5. The District Informatics Officer, Krishnagar-I, Nadia. *ITC, Nadia with a request to display in the website in the District Nadia.*
6. The Block Development Officer, Krishnagar-I
7. The Chairman, Krishnagar Municipality, Nadia.
8. The Notice Board of Backward Classes Welfare, Krishnagar, Nadia
9. Notice Board of the Dist. Magistrate, Nadia (Nezarath Section)

*B*  
Dist. Welfare Officer,  
Backward Classes Welfare, Nadia