

<b>Central Silk Board</b> Research Extension Centre Central Muga Eri Research & Training Institute Ministry of Textiles, Govt. of India Khagrabari, Coochbehar-736 179 (W.B.).	
Email ::coochbeharrec@gmail.com	

No. CSB/RMRS/REC-COB/ 25/2018-2019/ 45-57

Date: 24.04.2018

### Tender Notice

Dear Sirs,

Sub: Submission of rate quotation for engagement of Driver-1 no on hire basis at REC, Coochbehar, WB through registered Manpower Agency-regd.

The Research Extension Centre, Central Silk Board, Khagrabari, Coochbehar, WB invites sealed envelope quotation from the reputed and qualified registered manpower agencies for providing Driver-1 no on hire basis at REC, Coochbehar, WB initially for a period of one year as per latest minimum wage rate as fixed by Central Labour Commission (CLC) for **Agriculture sector**.

The quotation should be submitted in a sealed envelope addressed to The Scientist-D, Research Extension Centre, Central Silk Board, Khagrabari, Coochbehar, WB super scribing quotation for "supply of Driver "on hire basis to reach this institute on or before **21.05.2018**.

The following Terms & Conditions may be noted:

- (1) DRIVER-1 No. : The driver must possess a valid Driving License (Heavy) issued by concerned District Transport Authorities.
- : Minimum class VIII standard pass
- : Between 18-40 years as on 01.01.2018
- : Minimum 3(three) years experience in Driving of Heavy Vehicle under Govt/Semi Govt/Institute/Farm etc.experience certificate to this effect must be submitted to drive heavy/light vehicles

The rate of wage quoted in the quotation should be less than the minimum wages notified by the Central Government for supply of Driver-1 no. A copy of the latest notification issued by the Central Labour Commissioner (Central), Govt.of India, New Delhi to be enclosed along with the rate quotation. The rate should be quoted as per enclosed format in Annexure-I

The agency must comply with the provision of contract labour Act 1970 for supply of Driver 1 No.

**Contd-2**

The manpower Agency must have a valid Licence obtained from Labour Department to supply the manpower to different organizations.

The Manpower Agency must possess the EPF Code Number to deposit EPF which should be deducted at source from the wages of hired Driver-1 No to the Employees Provident Fund Organization.

The agency must register themselves with the concerned authorities to deposition of ESI in respect of Driver-1 no.

### **PAYMENT:**

1. The wage payment will be made from this office in favour of the agency only after receiving monthly wage bill duly authenticated by the authorized signatory officer of the Manpower Agency supported with EPF ,ESI ,service taxes deposited challan etc.
2. Income tax shall be deducted at source (TDS) from the wage bill.
3. An agreement shall be executed between the Manpower agency and REC, Coochbehar,Khagrabari,WB on a Non-judicial stamped paper of appropriate amount before engagement of the Driver-1no on contract.
4. The EMD @2% should be submitted with quotation.
5. The rates should be submitted inclusive of rest day wages.
6. The quotation along with requisite documents and its information to be submitted to reach this office on or before **21.05.2018 at 2.00 PM** which shall be opened **at 2.30 PM** on the same day.
7. The quotation received after the due date and time will be summarily rejected.
8. The Scientist-D, REC, Coochbehar reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.

Yours faithfully,

Scientist-D

ANNEXURE-I

PROFORMA FOR SUBMISSION OF RATES FOR ENGAGEMENT OF DRIVER AT RESEARCH  
EXTENSION CENTRE, CENTRAL SILK BOARD, KHAGRABARI, COOCHBEHAR, WEST BENGAL.

The rate should be submitted as per the latest minimum wage as fixed by Central Labour  
Commissioner (CLC) for **Agriculture Sector inclusive of Weekly off/rest days wages.**

**(Rate per month per person)**

Sl NO.	Particulars	Rate for supply of Driver-1no.
1.	Basic+VDA as on vide CLC (central) Circular No..... ( copy enclosed)	
2.	PF (on basic +VDA) (13.36%)	
3.	ESI (on Basic+VDA)(4.75%)	
4.	Service charges of the agency	
5.	Subtotal (1+2+3+4)	
6.	Service tax (GST) (18%)	
	Grand total	

Date:

Signature & Seal of the  
Contractor/Agency or the bidder