

**PUBLIC SERVICE COMMISSION, WEST BENGAL**  
**161-A, S. P. Mukherjee Road, Kolkata - 700026**

**NOTICE INVITING TENDER**

Sealed tenders in prescribed format duly superscribed as "Tender for caretaking/housekeeping, firefighting etc." are hereby invited from registered bonafide, resourceful and experienced firms having wide reputations in all branches of services like security guarding, caretaking/housekeeping and fire-fighting operations mainly in Govt. offices/renowned commercial organizations, for the aforesaid services in the entire office premises of the Public Service Commission, West Bengal at 161-A, S. P. Mukherjee Road, Kolkata-26, on the basis of periodical rate contracts which may initially be for a period of 01(one) year but are likely to be extended for further terms on review of performances and at the sole discretion of the Commission. Tenders will be received in the tender box no.2 kept in front of the office chamber of the Accounts Officer, Public Service Commission, West Bengal, 8<sup>th</sup> floor, 161-A, S.P. Mukherjee Road, Kolkata – 700026 **up to 15-00 hours on 23/05/2016 and opened at 15-30 hours on the same day** in presence of authorized representative of each willing tenderers with their respective seal/rubber stamp. Only 01(one) person of each quotees will be allowed to remain present at the time of opening of Tenders. The tender form in prescribed format (not transferable) with details can be had from the office of the Commission (Assistant Secretary, Establishment Section, 8<sup>th</sup> floor) up to **23/05/2016 till 13-00 hours**. The tender form will be issued strictly to the authorized person of the firms with the seal/rubber stamp of the said Agency. **Earnest Money of Rs.50,000/-**(Rupees fifty thousand) only should be deposited by T.R. challan No. 7(should be tendered in RBI, Kolkata only) in favour of "The Accounts Officer, Public Service Commission, West Bengal" and the deposit receipt i.e. the original challan should be enclosed with the tender form. Copy of the Pan Card issued by the Income Tax Department, Government of India should be attached. Copy of the Trade License and renewal thereof for last 05(five) years and the copies showing deposit of Professional Tax for last 05(five) years should also be attached with the Tender form. Copy of Service Tax deposit for the last 05(five) years should also be attached. Copy of Profit And Loss A/c. and balance sheet for the last 05(five) years should be attached. The certificates of satisfactory performance from all the organizations where service provided/providing including last worked/working presently i.e. for the financial year 2015-2016 should be attached with the application form.