



**WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION**

**VIDYASAGAR BHAVAN**

9/2, Block DJ, Sector II, Salt Lake, Kolkata-700091

Tender Notice No:- 17/E-Tender/2025-26

Date:- 17/12/2025

**NOTICE INVITING TENDER**

Online tenders are invited from the reputed worker suppliers agencies for supplying of various types of worker at the Vidyasagar Bhavan and its four regional offices (NBRO, BRO, MRO & KRO) by the undersigned on behalf of the Hon'ble President of W.B. Council of H.S. Education.

The tender process will be conducted online on the West Bengal e-Procurement system. Interested agencies are requested to visit Council website at [www.wbchse.wb.gov.in](http://www.wbchse.wb.gov.in) and W.B. Govt. website at <https://wbtenders.gov.in> w.e.f. 18/12/2025 for details.

*F. Mallik*

**Secretary  
W.B. Council of H.S. Education**



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9/2, Block DJ, Sector II, Salt Lake, Kolkata-700091

# Tender Form

2025-2026

Supply of Various  
Workers



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### **QUOTATION NOTICE**

Online tenders are invited from the reputed worker suppliers agencies for supplying of various types of workers at the Vidyasagar Bhavan and four regional offices (NBRO, BRO, MRO & KRO) for 03 (Three) years w.e.f 01/05/2026 to 30/04/2029.

#### **:-Terms and Conditions:-**

1. Rate would be quoted per worker and should be inclusive of all ESIC, EPF, Tax, GST, Bonus, Dress (Double Set), Service charge etc.
2. Description of Worker:- (i) PORTER- As and When required, (ii) SWEEPER, (iii) WATER CARRIER, (iv) MALLI, (v) SECURITY (a. Ex-Serviceman- Duty hours: 8hours & 12hours, b. Civilian- Duty hours: 8hours and 12 hours), (vi) NIGHT GUARD (a. Ex-Serviceman- Duty hours: 8hours & 12hours, b. Civilian- Duty hours: 8 hours and 12 hours)
3. Duty Place: -
  1. Vidyasagar Bhavan- Salt Lake, Kol- 91
  2. North Bengal Regional Office- Siliguri
  3. Bardhaman Regional Office- Bardhaman
  4. Medinipur Regional Office- Paschim Medinipur
  5. Kolkata Regional Office- Bikash Bhavan, Kol-91
4. Validity of Rate: - 03 (Three) years from the receipt of the work order.
5. Earnest money of Rs. 100000/- to be paid by Bank Draft in favour of W. B. Council of H. S. Education, payable at Kolkata and the original demand draft should be submitted physically at the Administration section, 3<sup>rd</sup> floor, Vidyasagar Bhavan, Salt Lake, Kolkata- 700091 on 31/12/2025. Online Net Banking or NEFT/RTGs is not applicable.
6. Xerox copy of- (i) Pan Card  
(ii) GST Registration Certificate  
(iii) IT Return (Current Year)  
(iv) Credential Certificate in support of Agency's experience in the last three years in similar nature of work should be uploaded [WITH SELF ATTESTED].
7. Current Solvency Certificate of the amount of Rs. 10 Lakh/- form any Nationalised Bank shall have to be submitted.
8. The Agency should be registered under the Provident Fund Act, ESI Act, Labour Law and other relevant statutory enactments relating to the employment of labour. Copy of the registration papers along with code numbers attached to the Agency/Company shall be uploaded.
9. The Agency should have obtained a license from the controlling authority under Section 7(5) of "The Private Security Agencies (Regulation) Act, 2005 [No. 29 of 2005]". Copy of the same shall be uploaded. The Agency should preferably have an all India network.

10. The above rates are prepared in accordance with the current minimum wages as notified by the Govt. of West Bengal.

11. That if any case the minimum rate of wages is restructured by the Govt. of W. B. the rate of the Guards mentioned in Sl No. 1 also be restructured on the basis of minimum rates of wages of Govt. of W. B. and the difference of rates in respect of rates of respective manpower and its allied components like ESIC, EPF, Bonus, Service Charges etc. will be paid by the Council on the basis of claim raised by the Agency.

12. It may be noted that the tender notice is only for fixing a contract and shall not be constructed as invitation to bid for providing the job i.e. there is no guarantee for award of work without assigning any reason whatsoever may be.

13. The tenders who are confident of executing the contract in time by employing the required resources and manpower should only participate in this tender offer.

14. From eligible Firm/Agency holding valid license under Contract Labour (Regulation & Abolition) Act, 1970 for providing services of office upkeep and housekeeping job.

15. The Council reserves the right to reject any or all tenders without assigning any reasons whatsoever.

**16. Date and Time schedule:-**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	19.12.2025
2	Documents download (online)	19.12.2025
3	Bid submission starting date (online)	19.12.2025
4	Bid Submission closing date (online)	02.01.2026 or available server slot
5	Bid opening date for Technical proposal (Folder 1 : Prequalification documents and Folder 2 : Technical submission by bidder) (Online)	To be notified later
6	Date of uploading list for Qualified Bidder in Technical Proposal	To be notified later
7	Date for opening of Financial Proposal (online)	To be notified later



**Secretary**  
**W. B Council of H. S. Education**