

DIAMOND HARBOUR WOMEN'S UNIVERSITY

Sarisha, Diamond Harbour Road, South 24 Parganas, 743368

Ref. No.: **DHWU/REG/139/2023**

Date: **11-05-2023**

Quotation Inquiry for Cook / Helper, Sweeper cum Cleaner and Gardener / Mali for DHWU.

Sealed Tenders are invited from bonafide organizations/Companies/Agencies/Firms for **Providing 03 Cook / Helper, 03 Sweeper cum Cleaner and 04 Gardener / Mali** in Diamond Harbour Women's University. Interested concerns may send their tenders/quotation in the given format. The companies / agencies should abide by the rules and regulation of the Govt. of West Bengal / University norms.

- Last date of submission of the Quotation in the University Office:
18-05-2023 up to 1.30 p.m.
- Date and time of opening the Quotation: **19-05-2023 at 2.00 p.m.**
- Quotation will only be accepted in the University Office on all working days from **11 a.m. to 3 p.m.** and in holiday you can drop the sealed envelope in the designated tender box.

Format:

1	Name of the concern/Organization:			
2.	Registration No.			
3	Name of the Proprietor/Authorized contact person:			
4	Full address for communication :			
5	Mobile number :			
	E-mail id :			
7	GST No and PAN No:			
8	Demand Draft (Rs. 1000/-) in favour of Diamond Harbour Women's University , payable at Sarisha, Diamond Harbour Road No. and Date, Name of the Bank and Branch			
9	Rate for Cook / Helper per person per month including taxes :	Basic Rate	GST	Total
10	Rate for Sweeper cum Cleaner per person per month including taxes:			
11	Rate for Gardener / Mali per person per month including taxes:			
11	Puja / Eid Bonus per person / yearly:			

Note: An agreement will be made with the successful bidder. The bidder should submit all the documents and credentials along with the application.

Officer on Special Duty (Admn.)