

e-TENDER NOTICE no. WBSEPS/04/DMS/Biswa Bangla/2014-15

Enlistment for rate contract of agencies/firms for
Providing HR staffing solution for Biswa Bangla

FORMAT OF FINANCIAL BID

(To be submitted online only in e tender portal mentioned)

Name & Address of the bidder:

A. Quote for providing staff at Biswa Bangla Haats Amount in INR

| Sl | Staff | Consolidated cost per month per person | Service Charges | Total cost per month |
|----|---|--|-----------------|----------------------|
| 01 | Estate Manager | | | |
| 02 | Assistant Manager Admn/ Accounts/ Marketing | | | |
| 03 | Assistant (Admn/ Accounts/ Marketing) | | | |
| 04 | Assistant-cum- Cashier | | | |
| 05 | Electrician | | | |
| 06 | Plumber | | | |
| 07 | Group- D | | | |

| | | | | |
|----|----------------|--|--|--|
| | | | | |
| 08 | Security Guard | | | |
| 09 | Cleaners | | | |
| 10 | Gardener | | | |

B. Quote for providing staff at Biswa Bangla showroom at NSCBI Airport

Amount in INR

| Sl | Staff | Consolidated cost per month per person | Service Charges | Total cost per month |
|----|------------------|--|-----------------|----------------------|
| 01 | Store Manager | | | |
| 02 | Sales Executives | | | |
| 03 | Store Associates | | | |
| 04 | House Keeping | | | |

C. Quote for providing staff at Biswa Bangla showroom other than Airport

Amount in INR

| SI | Staff | Consolidated cost per month per person | Service Charges | Total cost per month |
|----|------------------|--|-----------------|----------------------|
| 01 | Store Manager | | | |
| 02 | Sales Executives | | | |
| 03 | Store Associates | | | |
| 04 | House Keeping | | | |

D. Quote for providing staff at Warehouse

Amount in INR

| SI | Staff | Consolidated cost per month per person | Service Charges | Total cost per month |
|----|------------|--|-----------------|----------------------|
| 01 | Manager | | | |
| 02 | Executives | | | |
| 03 | Associates | | | |

| | | | | |
|----|-------|--|--|--|
| | | | | |
| 04 | Staff | | | |

Note:

The quoted amount shall be inclusive of all taxes, duties and cost towards statutory compliances, etc. However, all applicable taxes or duties has to be mentioned separately as per statutory norms. Please provide break up of details. Service taxes will be paid extra as applicable.

Declaration :

- i. We agree to provide HR services / personnel at the same rate and terms and conditions after 3 months period for a further period of 3/6/12 years in same location and in other locations within Kolkata and outside Kolkata, if required by WBSEPS.
- ii. We agree to all terms and conditions of the Request for Proposal / Bid Document.

(Signature of the Bidder)