

Siliguri Jalpaiguri Development Authority

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734403



Phone : Siliguri : (0353) 512922, 515647

Jalpaiguri : (03561) 30874

Fax : (0353) 510056

Memo No. : /SJDA

Date:

NOTICE INVITING OFFER FOR EXPRESSION OF INTEREST (EOI)

NO: SJDA/17/SECURITY FOR MTT /11-12

Siliguri Jalpaiguri Development Authority invites Expression of Interest for the purpose of selection of bonafide, resourceful and suitable security service agency for SUPPLY OF SECURITY GUARDS AT Matigara Truck Terminus for collection of parking fee on behalf of SJDA.

1. **Name of work:** Supply of security personnel for collection of parking fee at Matigara Truck Terminus and deposition to SJDA & maintenance of discipline.

2. **No. of security guards:** To be ascertained by the agency.

3. **Earnest Money:** Rs.1,00,000/- (Rupees one lakh) only.

5. **Period of engagement:** Provisionally for three (3) months subject to renewal on discretion of Authority.

Terms & Conditions:

1. The agency shall be responsible for collection of parking fee from the vehicles and its deposition to SJDA on next day.
2. The Agency will maintain the Accounts of fees collected, vehicles movement & parking register & all other required records properly.
3. The Agency will maintain the Electronically Operated Entry – Exit gate & Machines properly.
4. The agency shall also guard the entire tarmac area.
5. Earnest Money of the Selected Agency will be converted as security deposit and shall be refunded after completion of the tenure without any interest.

Please submit two separate sealed envelope under a single envelope as stated below.

1. One sealed envelope (Marked on top as "PROFILE") containing

- (i) The company and its profile, (ii) Experience Certificate from concerned Authority in support of satisfactory services of similar type job, preferably from Govt. / Semi Govt. Organisation / Bank / Similar nature of job, (iii) Bank solvency certificate at least of Rs.10.00 lac (to be supported by bank statement of current year including last financial year) which should contain that amount at the credit of depositor at a time during any period of financial year 2010-11 and certificate to the effect that depositors average transaction during the year is satisfactory, (iv) Gross annual sales turnover should be minimum of Rs.15.00 lac (any one of the last 3 financial year without much variation between the years) to be evidenced by firms audited report and IT department acknowledged return (v) Latest I.T. S.T. P.T clearance certificate to be provided along with profile.

- (ii) Proper license for running security service agency.

2. The other envelope (Marked on top as "FINANCIAL BID") containing

- (i) No. of persons need to be engaged per shift & per 24 hour day.
- (ii) Quoted rate per month including all taxes, surcharges, cesses etc. for wages.
 - ❖ The application should be in the Company's letter head and is to be addressed to the Chief Executive Officer, Tenzing Norgey Road, Pradhan Nagar, Siliguri – 734403.
 - ❖ SJDA may call for a Sealed Bid if necessary.
 - ❖ The envelope containing Financial Bid may not be opened if, after opening of the envelope containing "PROFILE" the authority feels that the applicant is not qualified/eligible.
 - ❖ The undersigned reserves the right to reject, any or all applications or rates so quoted without assigning any reason whatsoever and the selected agency should furnish one Indemnity Bond.

Last date of submission of the offer (By registered post or by hand): 2.00 P.M on 9.04.12.

Date of Opening: On 9.04.12.

Memo No: 777/16/SJDA

Copy forwarded with a request to display on the notice board to:

1. The District Magistrate, Darjeeling.
2. The District Magistrate, Jalpaiguri.
3. The Superintendent of Police, Darjeeling.
4. The Superintendent of Police, Jalpaiguri.
5. The Commissioner, SMC, Siliguri.
6. The S.D.O., Siliguri.
7. Sri. Saibal Thakurata, A.P. – with a request to publish in the website.
8. Notice Board, SJDA, Siliguri.
9. Notice Board, SJDA, Jalpaiguri.

Mr. R. K. Singh
SJA
20/04/12

sdh
Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Date: 23.03.2012

G. K. Singh
Chief Executive Officer
Siliguri Jalpaiguri Development Authority