



**Government of West Bengal**  
**Department of PAR & e-Governance**  
**West Bengal Group D Recruitment Board**  
**Utility Building, 2<sup>nd</sup> Floor,**  
**Action Area IIC, New Town, Kolkata – 700161.**  
**Email: [wbgdrb2016@gmail.com](mailto:wbgdrb2016@gmail.com); Ph: 29860313/15**

Memo No. 299/ WBGDRB / M-33 /2017

Date : 23.03.2018

**Invitation of sealed Quotations**

Sealed Quotations are invited from bonafide/reputed concerns for providing maintenance work of sweeping, cleaning of toilet block and ancillary works, twice daily, in the office of West Bengal Group-D Recruitment Board at Utility Building, 2<sup>nd</sup> Floor, Action Area-IIC, New Town, Kolkata – 700161, from 01.04.2018 to 31.10.2018.

1. The maintenance work of sweeping, cleaning of toilet block and ancillary works in the office of West Bengal Group-D Recruitment Board at Utility Building, 2<sup>nd</sup> Floor, Action Area-IIC, New Town, Kolkata – 700161 should be made twice daily (Morning and afternoon).
2. The services is to be provided between 01.04.2018 and 31.10.2018.
3. The rates should be quoted on per day basis including materials costs, inclusive of all taxes.
4. The rates quoted should be valid for 3 months.

The Quotations in a sealed cover should be addressed to the Secretary, West Bengal Group-D Recruitment Board, latest by 29.03.2018, 2 p.m., and the same should be accompanied by copies of PAN card and copies of ITCC for the last Assessment Year, GST registration, Trade Licence.

This has the approval of the Chairman, West Bengal Group-D Recruitment Board.

**SD/- RANJAN KUMAR DEY**

Secretary

West Bengal Group-D Recruitment Board