

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No 1115/NKDA/Admn-581/2015

Date: 23/02/2016

NOTICE INVITING QUOTATION **Notice Inviting Quotation No. 15/ADMN/NKDA/2015 – 16.**

Sealed Quotations are invited from Manpower Supply Agencies for the purpose of supplying of skilled Manpower for following work:-

“Supply of 02 (Two) Nos. of Lawn Tennis Instructors for the Lawn Tennis of New Town Kolkata Development Authority for a period of 06 Months.”.

Rate to be quoted (word and figure) in own Letter Head of the Agency. Rate should be quoted excluding Service Tax.

Last date of Application	: 01/03/2016 upto 02:00 PM.
Date of Opening	: 01/03/2016 on 03:00 PM.

Qualification of personnel:-

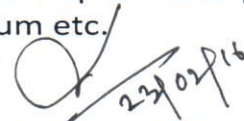
- Adult Indian Citizens with a clear background and no Police Record.
- Well conversant in Bengali and also in English.
- With suitable credential for such type of Job.

Terms and Conditions:-

- Agency should have necessary clearances issued by the Competent Authority.
- All statutory provisions shall be obeyed by the agency.
- Agency shall also submit the earnest money amounting to Rs 3,000.00 in Demand draft drawn in favour of New Town Kolkata Development Authority payable at Kolkata.
- All statutory provisions shall be strictly followed by the Agency.
- NKDA reserves the rights of cancelling the Tender at any time without assigning the reason thereof.
- Payment will be made to the Agency on monthly basis on successfully completion of the Job.

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7. Documents to be submitted are as follows:-
 - (i) Valid License
 - (ii) PAN Card
 - (iii) Suitable experience for supplying Manpower.
 - (iv) CVs of Manpower.
8. Agency have to supply 02 (Two) nos. Male Lawn Tennis Instructors.
9. Any Corrigendum and notification in connection to this NIQ will be published in the official website of New Town Kolkata Development Authority (www.nkdamar.org). The Bidders are requested to please follow the websites for such notifications, corrigendum etc.



Administrative Officer-II
New Town Kolkata Development Authority

Memo No 1151 (7)/NKDA/Admn-581 /2015

Date : 25/02/2016

Copy forwarded for information to:-

1. Chief Executive Officer, NKDA
2. Finance Officer, NKDA
3. Administrative Officer - II, NKDA
4. PA to Chairman, NKDA
5. PA to Member Secretary, NKDA
6. Office Notice Board
7. Official Website. (www.nkdamar.org)



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New Town Kolkata Development Authority