



## **RABINDRA BHARATI UNIVERSITY**

**Emerald Bower Campus: 56 A B.T. Road, Kolkata-700050**

Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007

Salt Lake Campus: Rabindra Bhavan, EE-9 & 10, Sector-II, Salt Lake City, Kol-91

**PHONE: (033)** E.B. Campus: 25571028, 3028, 4028, 7161 J.S. Campus: 22695241, 5242, 6601, 6610

Salt Lake Campus : 2358 4014-4016/4018 , Website : [www.rbu.ac.in](http://www.rbu.ac.in)

RB / Engg/ 2035 /2024

Date:5.3.2024

Tender id: 2024 \_RBU\_ 681092\_1

### **Notice Inviting Tender**

Sealed tenders are invited for the deployment of manpower for Lift, Electrician, etc. at EB & JS campus from reputed contractors having experience in carrying out repair and maintenance of electrical jobs preferably in any University / Large Educational Institutions (detail are given on the University website) with credentials, copy of current Trade Licence, current P. Tax challan, GST Registration certificate, EPF Registration certificate, ESIC registration certificate, copy of PAN, Last 3-years IT Returns, last 3-years Balance sheet, and Profit & Loss statement along with EMD Rs. 20000/- through DD in favour of Rabindra Bharati University. The tender should be submitted within two weeks from the publication of the tender notice. The decision of the University regarding selection will be final and binding on all tenderers.

Registrar



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### **Nature of work**

**Job: Skilled manpower deployment for work at Rabindra Bharati University.**

1. Lift Operator -1 (For E. B. Campus)

Running and operating Lift, informing AMC agencies during trouble/breakdown, assisting AMC agencies during breakdown/maintenance and servicing. The operator must possess a competency certificate of lift attendant for automatic press button switch and car switch control.

2. Electrician cum Generator cum AC operator (For E. B. Campus) – 3 Nos.  
(For J. S. Campus) – 3 Nos.  
Total -- 6 nos.

To attend breakdown/servicing/repairing/maintenance of electrical equipment/establishment, running & operating generators/AC machines/water Cooler/Aqua guard and allied jobs as and when required or any other jobs assigned by the University authority.

The operator should possess competency certificates preferably part I(B) & II, but must possess part I(B).



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### **Terms & Conditions:**

1. Bidder should have EPF, ESIC, GST Registration.
2. Price should be excluding GST which will be paid extra as per Govt. norms.
3. Payment shall be made on a monthly basis against submission of GST invoices.
4. The contract will be valid for one year from the date of order.
5. The Contractor has to follow the minimum wage act of the State Government while paying to his staff.
6. The Contractor has to take all the medical liabilities of his manpower due to injury and health hazards arising from accidents while working on the campus during duty hours.
7. All statutory delegation like PF, ESI, etc. as applicable has to be borne by the Contractor.
8. Normal Duty hours are 10 a.m. to 6 p.m. with 30 minutes Tiffin break. Person's may be put in shifts in the interest of University.
9. One day off in a week to be given.
10. Manpower may be required to attend to work during off-day/overstay. Payment will be made for additional work proportionate to the total pay.
11. A proportionate deduction will be made from bills due to absenteeism/not providing service.
12. For long absenteeism replacement of manpower to be provided by Contractor.
13. Each operator should sign the attendance register provided by the University.
14. Each operator should have a valid license/competency certificate issued by the Directorate of Electricity and experience of 3 to 4 years.
15. Each operator should have a mobile phone.
16. The operator has to take additional jobs in the interest of the University whenever required.
17. University reserves the right to add, delete, and modify the conditions of the contract as and when necessary.
18. EMD of Rs. 20000/- to be submitted in the form of DD in favour of Rabindra Bharati University.