



DAV PUBLIC SCHOOL

ACC LIMITED, DAMODHAR CEMENT WORKS
Madhukunda, P.O. Sunuri, Dist. Purulia, Pin - 723121 (W.B.)

Phone : +91 8170008037 (O) / +91 8972012728 (M),
E-mail : dav2014madhukunda@gmail.com, Website : www.davpsmadhukunda.in
State Recognition No. : 03/1(5)-Sc/AIS/NOC
(Affiliated with C.B.S.E New Delhi, Affiliation No.: 2430257, School No.: 15761)

Ref. No. DAVPS/DCW-ACC/2025-26/070

Date : 09.05.2025

To
Outsourcing Agency

Sub: Seeking Quotation for Engagement of Two Housekeeping Staff (01 Safaiwala & 01 Aya)

1. Quotation for the supply of Manpower as mentioned above is invited by the undersigned on behalf of DAV Public School, DCW-ACC Madhukunda. The quotations in a sealed envelope should reach the office of the undersigned by 16th May, 2025 3:00 p.m.
2. Mention the Monthly charges to be paid by the School per person per month, which includes wages, statutory compliances (EPF, ESI etc.), Agency Commission, and Bonus (if any) or any other charges as per practice. Submit detailed calculations for amount payable by the School to the agency, in hand salary payable to the employee as well as statutory remittances payable to Govt. Agencies.
3. The Outsourcing Agency must comply with all labour laws and regulations as prescribed by the Government from time to time and enclose all certificates e.g. EPFO registration certificate, ESIC registration certificate, Labour license etc with the Quotation.
4. There should not be any overwriting or corrections in the quotation.
5. The Outsourcing Agency will be liable for compliance with all statutory organizations like EPFO, ESIC etc.
6. The quotation should be valid for a minimum period of 90 days from the date of submission.
7. On acceptance of the quotation it will become a contract and the contractor will be bound by the terms of the quotation.
8. If the contractor fails to supply the manpower within time specified by the undersigned in the letter of acceptance / work order, the undersigned shall be at the liberty to get the contract executed by other firms and the contractor shall be liable to pay damage charges as determined by the office of the undersigned.
9. Quotations which do not comply with the above mentioned terms are liable to be rejected.

We request you to send the quotations in sealed envelope marked as "Quotation for Engagement of Two Housekeeping Staff at DAV Public School, DCW-ACC Madhukunda" on or before 16th May, 2025 3:00 p.m.


Headmaster

Headmaster
DAV Public School
DCW-ACC, Madhukunda

Regional Office: Regional Officer, D.A.V. Institutions, West Bengal Zone, J.M. Sengupta Road, Durgapur - 713205
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