

## Expression of Interest form for

### **Supply of Manpower for CENSUS 2021**

This form has 3 sections and you are kindly requested to fill-in all the details. On completion, please e-mail to [gensectiongrd123@gmail.com](mailto:gensectiongrd123@gmail.com) and hardcopy to the under mentioned office address .

Section I. Title of the e-Government initiative being nominated		
1.	Contact information	
	Name	Rahul Kumar Sinha
	Designation	Principal Census Officer cum DC, Giridih
	e-mail	<a href="mailto:gensectiongrd123@gmail.com">gensectiongrd123@gmail.com</a>
	Address	General section, DC OFFICE GIRIDIH, Jharkhand- 815301
	Phone	06532222072
	Release of Expression of Interest	17/02/2020 (Time- 12:00Pm)
	Last date & Time of submission of EOI	25/02/2020 13:00 Hrs (At Office of General Section, DC office, Giridih, Pin-815301)
	Bid opening date , Time & place	25/02/2020 15:00 Hrs (At Office of General Section, DC office, Giridih, Pin-815301)
	Contact person for any query	Shri Anup Kumar(Head Clerk) Mob No- 7004064326
	Date of MOU	Within One Month of release
	Validity of proposal	18 Months (from date of agreement)
2.	Please furnish the name, designation, email and Phone contact details of the NOMINATING AUTHORITY on whose behalf this Expression of Interest form is being filed	
a.	Name	
b.	Designation	
c.	e-mail	
d.	Address	
e.	Phone	
f.	Fax	
g.	Mobile	
h.	Are you authorised to supply Manpower.	
i.	Past Experience, specially in census related work	
j.	Knowledge of Basic skill	
k.	Time Management Skill	
l.	Organization registered under	

Section II. Work Detail	
3.	Detail of Work- Sealed short term Tender only for 18 month are invited by the District Administration for census 2021 from reputed, experienced and financially sound Companies/Firms/Agencies for providing manpower ( Technical Assistant and MTS ) services in the Giridih District headquarter, Municipal corporation and different charge located at different blocks in Giridih

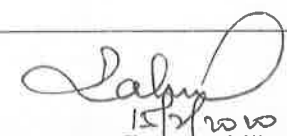
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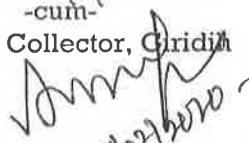
4.	S.NO.	PLACE OF WORK	POST NAME		REMARKS
			Technical Assistant	MTS	
	01	Dist. Headquarter	No. of Post-04	No. of Post-02	
	02	Charge Level	No. of Post-26	xxxxxxxxxxx	Each Charge(Block)-02 Tech.Assistant
	03	Municipal Corporation, Giridih	No. of Post-04	No. of Post-02	
	TOTAL		34	04	
05.	<b>Submission of Earnest Money:-</b> Rs. 50000/- (Fifty Thousand) in the form of Demand Draft only in the name of "Deputy Commissioner, Giridih", payable at Giridih .				
06.	Place of submission of Tender paper : -General Section , DC Office Giridih Section - III				

07. Terms and Condition for Contractors for payment of Honorarium to deployed Manpower-	
i	District office / charge Office will provide the monthly honorarium of deployed manpower through the comp/firm/Agency as per the Rules and Guideline of Central Govt./Director of Census Operation/state govt.
ii	Comp/Firm/Agency will must be submit fund transfer detail of deployed manpower in the office of dist. Administration/charge office.
iii	On the basis of bill comp/firm/Agency shall pay the honorarium , ESI and EPF to each employee.
iv	All the terms and conditions related to honorarium for manpower will be covered under Circular of Registrar ( census ) General of India /DCO/Jharkhand state govt rule and guide
v	The Comp/Firm/Agency shall be liable for any issues arising in relation to EPF, ESI and shall deal with it taking responsibility of the related procedures.
vi	In case of any breach in terms and conditions by the contracting parties , legal action would be initiated against the contractor(Comp/Firm/Agency) under Giridih jurisdiction only .
vii	Affadavit regarding not being blacklisted in jharkhand state must be attached by the Contractor.

08. Technical Bid detail: Eligibility condition-	
i	The Company/Firm/Agency shall have at least One Year experience in successfully providing manpower /census related work to Jharkhand Government / Public Sector Companies / Banks/NGOs etc.
ii	The Company/Firm/Agency shall have financial turnover of at least Rs. 05 lakh per annum for last year.
iii	The manpower Company/Firm/Agency shall have been registered with the appropriate registration authority.
iv	The Branch Office of the manpower Company/Firm/Agency must be located in Giridih Dist.Headquarter.
v	The Company/Firm/Agency shall have been registered with the Income Tax and Service/GST Tax Department.

  
 District Census Officer  
 -cum-  
 Addition Collector, Giridih

  
 Principal Census Officer  
 -cum-  
 Deputy Commissioner, Giridih

  
 15/02/2020