



GOVERNMENT OF WEST BENGAL

Office of the District Magistrate & Collector, Purba Bardhaman
ADM-in-Charge, IT, Communications and SMS Poll Management, Law and Order and
Vulnerability mapping, MCC, Complaints and Help Line & Samadhan/ cVigil
New Administrative Building (5th Floor), PURBA BARDHAMAN, 713101

☎ 0342-2561668 :: ✉ wblae2021.bda@gmail.com

Notice Inviting quotation for providing staff having experience of running Call Center to be set up at the 5th Floor of the New Administrative Building of the Collectorate, Purba Bardhaman for the General Election to the West Bengal Legislative Assembly, 2021.

Sealed quotations are invited from the bonafide, reputed agencies for quoting rates of providing staff for managing the Call Center for 24 hours each day in 3 shifts @ 6 staff for each slot.


The Call Centre's staff shall receive calls from the public and note down their queries and complaints related to the said election in the relevant registers and satisfy their queries as per training to be given the staff of the Call Center.

Pre-bid meeting will be held on 29/01/2021 at 2 p.m. (mandatory).

Last date and time of submission of quotation is fixed on 02/02/2021 at 3.00 p.m. A sealed Tender Box will remain placed for dropping the hard copy of such quotation and the Tender Box will be opened on the same date at 5.00 p.m.

Documents to be submitted with the quotation are

- (1) Document in support of experience (of agency) in the same nature of job.
- (2) Documents relating to Educational qualification of staff to be deployed.
- (3) Age proof certificate of staff.



Addl. District Magistrate
IT, Communications and SMS Poll Management,
Law and Order and Vulnerability mapping, MCC,
Complaints and Help Line
Purba Bardhaman

Memo No. 466 / (17) / ADM

Dated: 22 / 01 / 2021

Copy forwarded to:

- 1-5. The ADM(G)/ ADM(Edu)/ ADM(Dev)/ADM(ZP)/ADM (DL&LRO), Purba Bardhaman for kind information of the ADM(All), Purba Bardhaman
- 6-9. The Sub-Divisional Officer, Sadar North/Sadar South, Purba Bardhaman.
10. The Sr. Deputy Collector, Purba Bardhaman Collectorate.
11. The Officer-in-Charge, Election Section, Purba Bardhaman.
12. The Officer-in-Charge, Complaint Cell, Purba Bardhaman.
13. The NDC, Purba Bardhaman Collectorate.
14. The DIO, NIC, Purba Bardhaman with request to host the Tender Notice in the District website.
15. The CA to the District Magistrate, Purba Bardhaman for kind information of the District Magistrate, Purba Bardhaman.
16. Members of Tender Committee
17. Notice Board


Addl. District Magistrate
IT, Communications and SMS Poll Management,
Law and Order and Vulnerability mapping, MCC,
Complaints and Help Line
Purba Bardhaman