



**REGIONAL OFFICE**  
**EMPLOYEES' STATE INSURANCE CORPORATION**

“PANCHDEEP BHAWAN:, 5/1, GRANT LANE, KOLKATA-700012

(MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA)

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**AN ISO 9001 : 2008 CERTIFIED ORGANISATION**

No. 41.D/11/14/Advt/2015-Cred

Date 14/8/15

**NOTICE INVITING TENDER**

ESI Corporation, a statutory body under Ministry of Labour & Employment, Govt. of India having its Head Quarters at New Delhi and Regional Office at above address intends to engage a specialised and experienced agency for conducting survey of factories/establishment employing at least five persons throughout the State of West Bengal in order to collect specific information (as per proforma in Annexure-I).

The areas where the survey is to be conducted is given in Annexure – II.

Interested specialised agencies having prior experience in such work may submit their bids for the work to the Regional Office at above address by 31<sup>st</sup> August, 2015 within 3.00 p.m. in the attached proforma.

**TERMS & CONDITION :-**

1. The survey is to be completed within a period of 60 days from the date of receipt of work order.
2. The information desired in respect to the surveyed factory/establishment/institution must be furnished in the given proforma. Incomplete survey report will not be accepted.
3. The reports of survey conducted must be submitted weekly to Inspection & Co-ordination Branch with a summary and must be segregated district-wise.
4. Copies of the following document are to be submitted along with the bids:-
  - a. Valid Trade Licence from appropriate authorities.