



**ELLAQUAI DEHATI BANK**  
**HEAD OFFICE**  
**3<sup>rd</sup> NIRMAAN COMPLEX, I.G. ROAD,**  
**BARZULLA, SRINAGAR (J&K)-190005**  
**Cell No: 9797797204**

**Tender for Manpower Outsourcing Services**  
**(Housekeeping)**

Sealed tenders are invited from registered agencies for supply of manpower on outsourcing basis for housekeeping services (menial jobs) by General Manager, Ellaquai Dehati Bank, Srinagar. Services are initially required for a period not exceeding **one year**. **An estimated 100-120 number of outsourced persons are required by the Bank.**

***Interested agencies must***

- possess valid licenses/ registrations from State/Central government authorities.
- have atleast **2(two) years of continuous experience** without any premature termination in providing similar services in any Central/ State government organizations/ Banks.
- have not less than 110 workers enrolled with ESIC and Provident Fund Department (proof of enrolment to be furnished as & when demanded by the Bank).
- comply with latest Central Minimum Wages Act of Ministry of Labour & Employment, Government of India.

Earnest Money Deposit (EMD) of **₹500000.00 (Rupees Five Lakh Only)** in the form of **Demand Draft only** in favour of General Manager, Ellaquai Dehati Bank payable at Srinagar to be submitted along with the tender document in a separate envelop marked as 'Earnest Money Deposit/ Security Deposit'. Bids received without EMD shall not be entertained for tendering process.

<b>1</b>	Tender Documents can be obtained against <b>non-refundable</b> fee of <b>₹5000.00</b> (Rupees Five Thousand Only).		<b>Address*:</b> Manager (HR & Personnel) HR & Personnel Department, Ellaquai Dehati Bank, 3 <sup>rd</sup> Floor, Nirman Complex, Barzulla, Srinagar – 05
<b>2</b>	<b>Availability of Tender Documents</b>	Before 4:00 PM between 15 <sup>th</sup> &30 <sup>th</sup> May, 2024 (except Bank holidays)	
<b>3</b>	<b>Final/ Last Time &amp; Date of Submission</b>	Before 4:00 PM on 31 <sup>st</sup> May, 2024 (except Bank holidays)	

\*Nodal office/ officer for tendering process.

- 1. Blacklisted agencies/ firms need not apply**
- 2. Incomplete and applications without supporting documents shall not be entertained for bidding process**

**Please note that undersigned reserves the right to reject all or any tender application without assigning any reason thereof.**

Sd -  
**General Manager(Admin)**  
**Date: 15.05.2024**