



श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता
SYAMA PRASAD MOOKERJEE PORT, KOLKATA

तौयानिकी अध्ययन विभाग
Hydraulic Study Department
20, Garden Reach Road, Kolkata-700043
Tel:(033)24396780, Fax No.(033) 2439-5949 Email : Che@kolkataporttrust.gov.in

No.: Hyd/12003.XXII/ *227*

Date : 26.06.2023

M/S Martinet Facility Management Services Limited,
1, Greek Church Row, Kolkata-700026

WORK ORDER

Sub: 'Supply/Engagement of Five(5) nos. of Unskilled labourer and One(1) no Semi-Skilled Labourer on 'per-operation' basis at Hydraulic Study Field Organization, Berhampore establishment under Hydraulic Study Department of Syama Prasad Mookerje Port, Kolkata for a period of three(3) years for Upkeepment of office premises, Sweeping, Cleaning, Jungle Cutting, Rest Shed Operation, Gardening etc

Ref: Your offer dt. 19.06.2023 in response to this office NIT No. Hyd/12003.XXII/186 dated 15/05/2023.

Reference above, your offer for undertaking the captioned work at your quoted fixed percentage of profit @24.581%(Twenty Four Point Five Hundred Eighty One percentage) over minimum wages only (as per the order of the central or state government published from time to time, whichever is higher) including statutory obligations like EPF, ESI, EDLI, Administrative Charges, Bonus etc. has been accepted by the Competent Authority of SMP, Kolkata (Erstwhile Kolkata Port Trust) as per above referred NIT. Statutory Taxes(GST) will be paid extra, as per the applicable rate.

2. You are directed to commence the work from 03/07/2023 in consultation with Shri Pranab Das, Executive Engineer (Mob No. 9609630783). On receipt of the Work Order, you will be required to execute a contractual agreement with SMP, Kolkata as per the laid down norms in General Condition of Contract (GCC) of SMP, K. The work has to be performed as per NIT, GCC and all other accepted conditions as referred during finalization of tender.

3. The Work Order will remain operative upto June 2026 from the date of commencement of work in accordance with the terms & condition of NIT, General Condition of Contract of SMP, Kolkata & other relevant documents.

4. Payment will be made through ECS directly to your bank account on monthly basis against submission of monthly bills in quadruplicate format along with documentary evidence for payments towards statutory obligations like EPF, ESI, EDLI, Administrative charge & Bonus etc as per NIT. The

total payable amount is to be clearly indicated showing the component of statutory taxes (GST) separately.

The bill should contain the following particulars for processing through ECS only:-

i. PAN No.

ii. ECS Particulars:

- (a) Name of the Centre
- (b) Name of the bank with code
- (c) Name of the branch with code
- (d) Name of the contractor
- (e) Bank a/c No. of the Contractor
- (f) Type of a/c.(savings/current/cash credit)

5. You are requested to acknowledge the receipt of the Work Order by signing on each page duly stamped by authorized signatory, as a mark of acceptance. This may be treated as formal **Work Order**.

(Dr. N. K. Maji)
Deputy Director
For Chief Hydraulic Engineer

Copy forwarded to:

- (1) DMD for favour of kind information
- (2) Chief Hydraulic Engineer (I/C) for favour of kind information.
- (3) The Commissioner of Income Tax (TDS), 10-B, Middleton Row, Kolkata-700071.
- (4) The Chief Vigilance Officer, SMP Kolkata for information please.
- (5) The FA & CAO for information please.
- (6) Shri Naba Dey Roy, Sr. Dy. Director (EDP) for information & necessary publication of the tabular relevant information in the website of SMP, Kolkata please. The softcopy has been emailed to hoc@kolkataporttrust.gov.in
- (7) EE (HSFO) for information and necessary action please.
- (8) A/C cell HSD [Thru: Shri J Das, OS & PA] for information and necessary action please.

नि.क.मजि
26.6.2023
(Dr. N. K. Maji)
Deputy Director
For Chief Hydraulic Engineer