

OFFICE OF THE CHAIRMAN, DISTRICT RECRUITMENT COMMITTEE

CUM DISTRICT JUDGE, PURULIA

ENGLISH DEPARTMENT

TENDER NOTICE No. 318/II-1 OF 2025

Dated Purulia, the 11th February, 2025

It is hereby notified that the District Recruitment Committee, Purulia Judgeship is going to recruit staff and for that purpose, sealed tender from any reputed and experienced agencies based in India, preferably having registered offices in Kolkata having sufficient experience in conducting the online process of Recruitment is hereby invited.

1. The Scope of Work :

It includes providing a portal for online application for different categories of post, online payment of fees by the applicants, conducting initial screening and scrutiny of applications, generation and downloading of Admit Cards, preparation of OMR sheet and short-listing of candidates for various posts by strictly following the terms and conditions of the District Recruitment Committee, Purulia Judgeship for Staff Recruitment Examination, 2025.

2. The Eligibility Criteria :

The intending Agencies must have

- I. Government Registration Certificate with proof of registered offices in and around Kolkata before the date of issuance of this notice.
- II. Credential Certificate including GST registration and Income Tax Return for the last two financial year.
- III. Experience Certificate issued by the competent authorities and proven track report of successful completion of Recruitment Process in Govt./Govt. Aided Sectors.
- IV. The Agency must not be black listed by any Government or Private organization

3. Submission Details :

The tender should be submitted in sealed envelope either physically in the box kept outside of the Nazarath Section, Judge-in-Charge of Nazarath, Purulia or through Registered Post to the Office of the undersigned. The Bid must be received by the office within **28.02.2025 by 3:00 p.m.**

The District Recruitment Committee reserves the right to accept or reject any or all bids without assigning any reason.

The selection of the agency will be the sole discretion of the District Recruitment Committee, Purulia Judgeship and necessary information regarding the selection of the agency, if any, will be communicated through the district court website.

Sealed tenders will be opened in the Chamber of the District Judge, Purulia in presence of the Bidders or their representatives on **03.03.2025 at 3:00 p.m**

Dated - 11.02.2025

Sjata Kharga
Chairman,
DRC, Purulia Judgeship
cum District Judge, Purulia
11 | 02 | 2025
Chairman
District Recruitment Committee,
PURULIA