

NO. CRL/39(1)/615(A).

Govt of India
Central Reference Library
Belvedere

Tender Notice

Kolkata – 27

Dated: 02.11.2017

Inviting Quotation for Five (5) no's Office Assistant & 1 (One) Software Application Support

The Central Reference Library, Kolkata invites quotation from reputed Firms/Companies/Agencies for appointment of five (5) no's Office Assistant for the period of six months from 1st Dec 2017 - 31st May 2018, for handling office work related to accounts, establishment at administration, candidates having min. qualification of Graduate with proficiency in Accountancy & office work with 2 (two) years working experience & 1 (One) Software Application Support for period from 1st Jan 2018 – 31st Dec 2018, for handling a network 40 computers two servers, databases and software's min. qualification B. E/ B.Tech in Computer Application with 2 (two) years working experience in any office . Reputed Companies having experience in serving in any Government Organization may submit a sealed quotation within 17th Nov, 2017. The Librarian of CRL, Kolkata reserves the right to accept or reject the quotation without assigning any reason whatsoever.



(Dr. K. K. Kochukoshy)
Librarian