

REQUEST FOR PROPOSAL

West Bengal Industrial Development Corporation Limited (WBIDC) has implemented ERP system. WBIDC wants to appoint an outside agency for providing any competent manpower having preliminary knowledge of ERP Oracle Business Finance for the purpose of making data entry in ERP system.

WBIDC invites quotation from reputed firms/organization for the above noted work.

Scope of Work

1. Data entries of Receipts & Payments, Journal/contra entries around 5000 no of vouchers.
2. Loan accounts around 100 numbers including Term Loan and Bridge loan may be updated.
3. Rectification/adjustment entries made after 31.03.2015 for the financial year 20014-15

Term & Condition:

1. Work to be started as soon as possible and to be completed within 15th March 2016.
2. Before submitting the quotation concerned agency must visit this office to make an idea of volume of data entries to be done..
3. Payment will be made after satisfactory completion of the job by the appropriate authority.
4. The work may be done after consulting with other agency in WBIDC and also with the official of concerned division, if required.
5. Entire work will be done as per norms of WBIDC.
6. All workings generated by the appointed agency relating to the job in the form of soft copy and or hard copy, if any will be the property of WBIDC and accordingly to be handed over to this office at the end of the job before final payment.

Sealed Quotation to be addressed to Managing Director, WBIDC Ltd. mentioning on envelope "Data Entry in ERP system" and to be reached within 27th January 2016 to this office.