

CLW - Chittaranjan

No. Dy.CPO(W)/AS/HRMS

Dated : 13-11-2019

1. M/s. Saroj Enterprises, Kalyangram, Block-6, P.O. : Achra, Paschim Barddhaman, PIN : 713335.
2. M/s. Param Enterprise, St.No.31, Quarters No.28-A, PO : Chittaranjan, PIN : 713331.
3. M/s. Sigma Solutions Pvt. Ltd., 12/877, Burnpur Road, Paschim Barddhaman, PIN : 713310
4. Notice Board.

Dear Sir,

Sub : Submission of Sealed Quotation for hiring of 20 Nos.
Data Entry Operators for HRMS work in CLW.

Sealed quotation is invited for hiring of 20 Nos. Data Entry Operator with following Scope of Work.

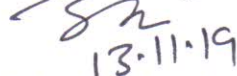
Sl.No.	Description
01.	Data entries of 3000 SRs (approx)
02.	Necessary splitting and merging of SRs.
03.	Updating & correction of data of 8000 SRs, in HRMS Modules of CRIS, Indian Railways.
04.	Completion Period : 25 working days.

Data Entry Operator should be Graduate/Degree/Diploma/Higher Secondary and should have computer working knowledge.

You are requested to submit the sealed quotation within 05 (Five) days from the receipt of this letter to this office.

Thanking you,

Yours faithfully,


13.11.19
(Ashish Sachan)
Dy.CPO(W)