

**GOVERNMENT OF WEST BENGAL
FINANCE (AUDIT) DEPARTMENT
NABANNA, MANDIRTALA, HOWRAH-711 102**

No. 3790-F(Y).

Dated, Howrah the 21st July, 2014.

MEMORANDUM

**Sub : Consolidated monthly charges for Private Security
Agencies deployed in Government establishments.**

The undersigned is directed to state the following in clarification of this Department's Memorandum No.3687-F(Y), dated 02.05.2012.

The consolidated monthly charges paid to Private Security Agencies deployed in Government establishments has two parts – i) Service charge and ii) Security charge.

Service Charge is determined on the basis of L1 bid and would remain fixed for the period of service contract.

Security charge is the minimum wage of the security personnel to be provided and their entitlements to E.S.I., E.P.F. and Bonus, as may be applicable. It is variable according to the variation of minimum wages stipulated by the State Government from time to time.

The responsibility for E.S.I., E.P.F., Bonus for the security personnel to be provided by the Security Service Agency will be shouldered by the agency supplying / engaging the personnel. Therefore, the Security Charges to be quoted by the agency in response to the Notice Inviting Tender for security service may include, besides the minimum wage, a part of the contribution to E.S.I., E.P.F. etc. to be made by the security agency as its statutory obligation as employer of the security personnel.

Sd/- G. Samanta.

**Joint Secretary to the
Government of West Bengal.**

No. 3790/1(500)-F(Y).

Dated, Howrah the 21st July, 2014.

Copy forwarded for information and necessary action to :-

- 1) The Principal Accountant General (A & E), West Bengal,
Treasury Buildings, 2, Government Place (West), Kolkata-700 001.
- 2) The Principal Accountant General (Audit), West Bengal,
Treasury Buildings, 2, Government Place (West), Kolkata-700 001.
- 3) The Accountant General (Receipt, Works and Local Bodies Audit), West Bengal,
C.G.O. Complex, 3rd M.S.O. Building, 5th Floor, Block-DF, Sector-I, Salt Lake, Kolkata-64.
- 4) The Additional Chief Secretary / Principal Secretary / Secretary, _____
- 5) The Special Secretary / Additional Secretary / Joint Secretary / Deputy Secretary, Finance Department.
- 6) The _____ Department,

- 7) The Commissioner, _____ Division, _____
- 8) The Director, _____
- 9) The District Magistrate / District Judge, Superintendent of Police,

- 10) The Director of Treasuries and Accounts, West Bengal,
New India Assurance Buildings, 4, Lyons Range, Kolkata-700 001.
- 11) The Pay and Accounts Officer, Kolkata Pay and Accounts-Office-I,
81/2/2, Phears Lane, Kolkata-700 012.
- 12) The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II,
Jawahar Building, P-1, Hyde Lane, Kolkata-700 073.
- 13) The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III,
I.B. Market, 1st Floor, Block-IB, Sector-III, Salt Lake, Kolkata-700 091.
- 14) The Treasury Officer, _____
- 15) The Group _____ / _____ Branch, Finance Department,

- 16) The Principal Accounts Officer & Ex-officio Deputy Secretary, Finance (Budget) Department.
— He is requested to upload in the website of Finance Department.

[Signature]
**Assistant Secretary to the
Government of West Bengal.**