

Shram Shakti Bhawan, New Delhi,  
Dated 24<sup>th</sup> October, 2017.

**E-TENDER NOTICE**

**Subject: E-Tender for printing of D.O. Letter Heads/ spiral binding and other miscellaneous printing related jobs for a period of one year.**

**E-TENDER DATE SHEET**

PUBLISHED DATE	24.10.2017
BID DOCUMENT DOWNLOAD/SALE START DATE	24.10.2017
BID SUBMISSION START DATE	24.10.2017
BID DOCUMENT DOWNLOAD/SALE END DATE	14.11.2017
BID SUBMISSION END DATE	14.11.2017 UPTO 3.00 PM
EMD SUBMISSION DATE	14.11.2017 UPTO 3.00 PM
BID OPENING DATE	15.11.2017 AT 4.00 PM

Online e-tenders are invited by the Ministry of Labour and Employment (Main Secretariat) under single bid system for printing of D.O. Letter Heads/ spiral binding and other miscellaneous related jobs as per the list enclosed at **Annexure-II.**

2. The tender documents can be downloaded from the websites of <http://eprocure.gov.in/eprocure/app> from 24.10.2017 to 14.11.2017 (upto 3.00 P.M.).

3. The interested bidders may submit the tenders online at <http://eprocure.gov.in/eprocure/app> in single bid system in the prescribed proforma in all respects alongwith Earnest Money (EMD) of Rs.15,000/- (Rupees fifteen thousand only) to be submitted offline in the Ministry and to be dropped in the Tender Box on 14.11.2017 between 9.30 A.M. to 3.00 P.M. It is also clarified that the quotations received without earnest money will be summarily rejected. All the documents in support of eligibility criteria etc. are to be scanned and uploaded along with the Tender Documents. Tenders sent by any other mode or incomplete tenders will not be accepted. No tender documents will be accepted after the expiry of stipulated date and time for the purpose under

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any circumstances whatsoever. Only one representative will participate on the day of Bid opening.

4. General Terms and conditions of the tender are given in **Annexure-I.**

5. The bid will be opened online by Bid Evaluation Committee in the Ministry of Labour and Employment on 15.11.2017 at 4.00 P.M. in Room No. 518, Shram Shakti Bhawan, Rafi Marg, New Delhi. Selection of the agency (L-1) will be based on the recommendation of the Bid Evaluation Committee.

  
(Navil Kapur) 24-10-2017

Under Secretary to the Govt. of India

Copy to:-

1. All Ministries/Departments for circulation among their contract holders.
2. Director, NIC, Shram Shakti Bhawan with the request to place the aforesaid Notice on the website of the Ministry for wider publicity.
3. CPP Portal.
4. Notice Boards.
5. Hindi Section for Hindi version.

Copy for information to:

1. Reception Officer, Ministry of Labour and Employment, Shram Shakti Bhawan, New Delhi.
2. Asstt. Commandant, CISF, Shram Shakti Bhawan.

  
(Navil Kapur) 24-10-17

Under Secretary to the Govt. of India  
Tele.No. 23766320



**General Terms and conditions****1. Parties:-**

The parties to the contract are the firm (the tenderers to whom the work has been assigned) and the Government of India through the Ministry of Labour & Employment for and on behalf of the President of India, hereinafter referred to as "the Ministry".

**2. Address:-**

For all purposes of the contract including arbitration thereunder, the address of the firm mentioned in the tender shall be final unless the contractor notifies a change of address by a separate letter sent by registered post with acknowledgement due to the Ministry. The firm shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

**3. Earnest money:-**

- (i) Earnest Money of Rs. 15000/- (Rs. fifteen thousand only) must be deposited by the bidders in the form of Account Payee Demand Draft/Banker's Cheque drawn in favour of Pay & Accounts Office (MS), Ministry of Labour & Employment, New Delhi along with their tenders.
- (ii) No request will be entertained for transfer of any previous deposit of earnest money and/or security deposit of payment of any kind held by the Ministry in respect of any previous work.
- (iii) Tenderer shall not be permitted to withdraw his/her offer or to modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited to the Government without prejudice to any other action to be taken against such tenderer (s).
- (iv) The tenders found without Earnest Money Deposit will be summarily rejected.
- (v) No claim shall lie against the Government/Ministry in respect of erosion, if any, in the value or interest on the amount of earnest money deposit.
- (vi) No interest will be paid on Earnest Money in any case.

**4. Security Deposit:**

The successful tenderer will have to furnish a Performance Security Deposit (PSD) of 10% of the Annual Contract Value in the form of Account Payee Demand Draft, Fixed Deposit Receipt, or Bank guarantee from any Commercial Bank duly pledged in the name of the "**Pay and Accounts Office (MS), Ministry**