

Administration of
Daman & Diu - UT
Department of Information Technology
Daman – 396220

No. 01/IT/DDeGS/File No.286/2015-2016/101

Date : 03/06/2015

Limited Tender Notice

Member Secretary(DDeGS) invites sealed tenders for printing and installation of advertisements through different medias for Inauguration of Saral Seva Kendra, eDistrict, SSDG and 02 WiFi hotspots in Daman & Diu from the reputed Printers, so as to reach to this office of the undersigned on or before __ **June ,2016** up to 1500 hours in the office of the undersigned.

The advertisement medias are as mentioned below:

- a) Colored Flex Banners
- b) Colored Invitation Cards with envelope
- c) Service Information Boards (Wooden Boards with Flax Banner)
- d) Standings
- e) Stickers
- f) A4 size colored pamphlets

The tender document along with terms and conditions can be downloaded from official website of Daman & Diu i.e. www.daman.nic.in

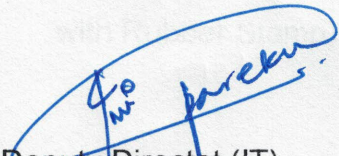
Tender Name	Printing and Installation of advertisements through different medias for Inauguration of Saral Seva Kendra, eDistrict, SSDG and 02 WiFi hotspots
Tender Fee	Rs. 500 (In form of DD payable at Daman in favour of Daman & Diu e-Governance Society (Non Refundable)
EMD	Rs. 3000 (In form of DD payable at Daman in

	favour of DD UT eGovernance Society)
Last date of submission	<u>09</u> -06-2016 at 1500 hours at Department of IT, Fort Area, Daman
Date for opening of tender	<u>09</u> -06-2016 at 1600 hours at Department of IT, 207-208, Fort Area, Daman

The tender should be properly super scribed **‘Printing and Installation of advertisements through different medias for Inauguration of Saral Seva Kendra, eDistrict, SSDG and 02 WiFi hotspots’**. The tenders will be opened on the same day in presence of the bidders representatives. In case of no representatives, the Department shall go ahead with opening of the tender.

The Tender Form along with terms & conditions is also available on the official website of Dadra and Nagar Haveli Administration www.daman.nic.in and can be downloaded for submission of the tender, but such tender should also reach to the undersigned in the manner indicated as above along with tender fee in form of Demand Draft from nationalized/scheduled/commercialized bank.

Right to accept or reject any or all tenders without assigning any reason thereof is reserved with the undersigned.


Deputy Director (IT)
Daman & Diu
Daman

To,

Member Secretary (DDeGS)
Daman & Diu
Daman

Sir,

I / We undersigned _____ hereby offer my
/our rates in enclosed Schedule of rates. I/ We agree with terms and conditions
attached with the tender and promise to work of ' will be done at the rates show
**Printing and Installation of advertisements through different medias for
Inauguration of Saral Seva Kendra, eDistrict, SSDG and 02 WiFi hotspots** in
enclosed schedule for the period stipulated in the work order.

(Signature of Tenderer

with Rubber Stamp)

SCHEDULE OF RATE

Schedule showing the rates to be offered for Printing and Installation of advertisement through various medias.

Sr. No	Name of Item	Unit	Qty	Rate in INR and words (Per Sq.Feet / Each)	Value in INR
(1)	(2)	(3)	(4)	(5)	(6) = {(4) x (5)}
1	Colored Flex Banners	Sq Ft	1000 Sqft		
2	A4 size Colored Pamphlets (both Sided)	Nos.	10000		
3	Standings (6 ft x 3 ft)	Nos	4		
5	Colored Invitation Cards with envelope	Nos.	1		
6.	Colored Service Information – Wooden with Fax Banner – Holdings (10*8 feet)	Nos.	11		
7.	Stickers (3 ft x 4 ft)	Nos.	20		

Signature of Tenderer

with rubber stamp.

Terms and conditions for Printing & Intallation of advertisements of various schemes of department.

- 1) The rates should be quoted Indian Rupees inclusive of all taxes/levies/surcharges etc.
- 2) The rates should be quoted only as per the specification of the tender.
- 3) The quantity of the specific item as mentioned in schedule of rate may vary as per the actual requirement and payment shall be at actuals.
- 4) Rates quoted for items other than the required specification will not be considered.
- 5) Tender without tender fee will be rejected.
- 6) It is mandatory to submit the EMD.
- 7) The assigned work is to be completed within 10 days from the date of order.
- 8) The tender inviting officer has all the rights to reject/change the work completed by the agency before final acceptance.
- 9) Quotation should be as per the specified format in Schedule of Rate. Tender will be rejected if not as per format.

Tenderer Signature with
stamp

Tender Name	Printing and Intallation of advertisements through efficient media for inauguration of Saral Seva Kendra, District - BSOB and BZ WiFi hotspots
Tender Fee	Rs. 500 (in form of DD payable to Damar in favour of Damar & Son's Charitable Society (Non Refundable)
EMD	Rs. 500 (in form of DD payable to Damar in