

**GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF CIVIL DEFENCE,
DISTRICT MAGISTRATE (EAST) OFFICE COMPLEX,
B-BLOCK, L.M. BUND, SHASTRI NAGAR DELHI-110031**

Sub : Up loding of Tender document.

Please find enclosed herewith the Tender documents to up loding the official web site of Revenue Department (HQ).

System Analyst, Revenue Department (HQ),



**(RAHUL SUDAN)
Senior Staff Officer/
Civil Defence: Delhi**

U.O. No. F. CT 43 (32)/Printing/ 2016 / 4998

Dated : 11.03.2016

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LIMITED TENDER

Sealed quotations are hereby invited for the printing/procurement of following items for the Directorate of Civil Defence, Govt. of NCT of Delhi :-

S. No.	Name of Items	Quantity for one District	Total Quantity for two Districts
1.	Pamphlet / leaflet 170GSM, 04 Sides A5, 4+4 colour, Art paper, double fold	25000	50000
2.	Poster 130GSM Paper 20"x30"	2000	4000
3.	Stickers 6x4" 90GSM paper with full adhesive	50000	100000

The above mentioned quantity is tentative and can be changed depending upon the requirements of Department. The detailed information for the purpose can be obtained from Technical Assistant Branch, Civil Defence (HQ), District Magistrate (East) office complex, B-Block, L.M. Bund, Shastri Nagar, Delhi-31.

Sealed quotations, duly superscripted "quotation for printing Material" addressed to JSO (CD), District Magistrate (East) office complex, B-Block, L.M. Bund, Shastri Nagar, Delhi-31, must reached by 21.03.2016 up to 12:00PM. Quotations received after stipulated date/time shall not be entertained. Quotations must be supported with VAT registration certificate and PAN number. The delivery to be made within three days positively, after awarding the work.

A sum of Rs. 7,000/- (Rs. Seven thousand only) as an earnest money is to be deposited in the form of a demand draft/pay order / Bank Guarantee / FDR payable in the name of the DDO, Divisional Commissioner (Revenue), Delhi. Any firm register with NSIC & DGS&D is exempted from submission of EMD and submission of Documentary proof in this regard is mandatory. Bids without EMD / Proof of Registration with NSIC/DGS&D shall be rejected. The quotations will be opened on the same day at 01.00PM. in the office of DC (HQ)-2/, 5, Sham Nath Marg, Delhi in the presence of the tenderers or their representatives, who may like to be present.

All disputes subjects to Delhi Jurisdiction only.


(RAHUL SUDAN)
Senior Staff Officer/
Civil Defence: Delhi