

भारत सरकार
कारपोरेट कार्य मंत्रालय
कार्यालय प्रादेशिक निदेशक
(उत्तरी क्षेत्र)

ए-14, (भूतल), पी.डी.आई.एल. भवन,
सेक्टर-1, नोएडा - 201301 (उ.प्र.)



GOVERNMENT OF INDIA
MINISTRY OF CORPORATE AFFAIRS
OFFICE OF THE REGIONAL DIRECTOR
(NORTHERN REGION)

A-14, (Ground Floor), PDIL Bhawan,
Sector- 1, NOIDA-201301 (U.P.)
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No.ERD/PDIL/ 4929 .

Dated 20 JUL 2015

NOTICE

Quotations are invited for the shifting of the records of DIN Cell lying in Cardboard Cartons at 8th Floor, Loknayak Bhawan, Khan Market, New Delhi - 110003 and aforesaid address of this Office to 4th Floor, Eastern Wing, Plot No. 6, 7 & 8, Sector-V, IMT, Manesar. Detailed quotations/rates duly signed by authorized person giving full name, Address and contract Telephone numbers etc. may be furnished by 03.08.2015 upto 02 .00 pm addressed to the O/o. Regional Director, Northern Region at the aforesaid address and the opening of bids shall take place on the same date at 04.00 pm :

1. The shifting of above records shall include the following rate for (i), (ii), (iii),(iv), (v) and (vi) have to be specified separately :
 - (i) Replacing the rotten /decayed or damaged cartons.
 - (ii) Numbering on replaced cartons.
 - (iii) Serialization of Cartons.
 - (iv) Loading of Cartons in seriatim.
 - (v) Charges for transportation.
 - (vi) Placing of Cartons at destined place in ascending order.
2. The bidders have to use their own material (quality of carton to be approved by the RD Office) and manpower in carrying out the above exercise.
3. The bidder should be Delhi/Manesar/Gurgaon based.
4. The bidders should be well conversant with the work to be carried out and has already performed the similar work of shifting in time frame of any other Govt. Office.
5. The submission of bid will not put this Office under any obligation to award the work to the bidder and the expenses incurred in this regard shall not be borne by this Office.
6. The bidder should ensure safe transportation of the record and the work assigned should be accomplished within the time frame as settled.
7. The bill for payment in duplicate should be submitted alongwith certificate in respect of completion of shifting/placing of records in the manner as prescribed and time frame obtained from the Officer concerned.
8. The assigned work should be completed within a period of one week from the date of placement of the contract. In case of non-completion of assignment within the stipulated time or any damage caused to the Govt. property/records, no payment shall be made. An affidavit to this effect is to be furnished by all the bidders alongwith the tenders.

Interested parties/contractors can visit the place of records at Lok Nayak Bhawan & this Office on 22nd to 24th of July, 2015 between 11.00 am to 4.00 pm to ascertain the quantum of work.

(P. Sheela)
Joint Director
For Regional Director.NR.

