

**U.T. Administration of Daman & Diu
Office of the Education Office, Collectorate,
Diu**

No. EDN/MTS/ESTT/2013-14/Vol-I/2019-20/220

Date:10/10/2019.

e-TENDER (ON-LINE) INVITATION NOTICE NO.01 OF 2019-20

The Assistant Director of Education, Education Office, Collectorate, Diu on behalf of the President of India, invites e-tender for supply of manpower MTS from Outsourcing for Education Office, Collectorate, Diu and 05 (Five) of GHS, Schools at Diu District through On-line on <https://daman.nprocure.com> from the eligible Agencies / Dealers / Suppliers. E-Tender Notice also available on Official Website www.diu.gov.in.

* On-line downloading of tender documents	Up to 24 th October, 2019 at 17:00 hours	Estimated Cost	EMD	Tender Fee	ONLINE BID ID NO.
* On-line submission of tenders – Last date & time for receipt of Bids	Up to 24 th October, 2019 at 17:00 hours	₹20.40 Lakh	₹1.02 Lakh	₹500/- [Not Refundable]	380196
* 'Technical Bid' - (Online soft copies) verification, (if possible)	On 25 th October, 2019 at 11:00 hours onwards				
* On-line opening of Price Bids ('Financial Bid'), (if possible)	On 30 th October, 2019 at 15:00 hours onwards				

- **Bidders have to submit their Financial Bid & Technical Bid in electronic format only on <https://daman.nprocure.com> till the last date & time for submission. Financial Bid & Technical Bid in Physical format shall not be accepted, in any case.**

- Physical submission of **1) Tender Fee (Not refundable) 2) Earnest Money Deposit (EMD)** at the Office of The Assistant Director of Education, Education Office, Collectorate, Diu on or before dated **24th October, 2019 at 17:00 hours**, during the Office working hours on working days. **Scan Copy of all the mandatory documents including "Tender Fee" & "EMD" should be uploaded with Technical Bid on <https://daman.nprocure.com>.** As per mention in the Terms and Conditions.
- These are the mandatory documents required to be uploaded and RPAD/Speed Post / Courier shall also submit hard copy of the above mentioned documents **(1) Tender Fee (Not refundable), 2) Earnest Money Deposit (EMD)**) to the tender inviting authority, however, tender inviting authority shall not be responsible for any postal delay. The said documents can also be deposited on or before **24/10/2019** at 17.00 hrs in the office of the undersigned.

The Tender Inviting Authority reserves the rights to accept or reject any or all the Tenders to be received without assigning any reasons thereof.

Bidder shall have to post their queries on e-mail address: edn-diu-dd@nic.in on or before dated 18th October, 2019 up to 15:00 hours.

- **All the supplier's are directed to scanned the following mandatory documents:- (Upload Online)**

1. Scan Copy of PAN Card.
2. Scan Copy of GSTIN Number.
3. Scan Copy of **Income Tax Returns for last two years** [Financial Year: (i.e. 2016-17 & 2017-18 or 2018-19)].
4. Scan Copy details of **past experience** in this field, if any **last two** years.
5. Scan Copy The Earnest Money Deposit (E.M.D.) of **₹1,02,000/-** (Rupees One Lakh Two Thousand Only) in form of Fixed Deposit Receipt (FDR)/ Banker's Cheque or Bank Guarantee from any Nationalized / Scheduled Bank drawn in favour of "**Assistant Director of Education, Collectorate, Diu**" and should be kept in a sealed separate cover super-scribing E.M.D. without mentioning amount. Tender received without E.M.D. will directly disqualify for the said Bidding / Tender. A scanned copy of the 'EMD' shall be uploading with online Technical Bid. Bid Securities (EMD) is normally to remain **validity for a period of Six** months.
6. Scan Copy Tender Fee of **₹500/-** (Rupees Five Hundred Only) (Non refundable) in form of Demand Draft (DD)/Cheque from any Nationalized / Scheduled Bank in favour of "**Assistant Director of Education, Collectorate, Diu**" should be kept in a sealed separate cover super-scribing "TENDER FEE". Tender bid received without Tender fee will directly disqualify for the said Bidding / Tender. A scanned copy of the "Tender Fee" shall be uploading with online Technical Bid.
7. Scan Copy of **EPF** and **ESI** registration number.
8. Scan Copy of **Labour Registration**.
9. Scan Copy of **Bank Solvency Certificate** of Rs.10 Lakh (Rupees Ten Lakh Only) from any bank.
10. Scan Copy of **License to engage in the business of Private Security Agency** from **Police Department**.
11. Scan Copy of required **evidence in respect of individual proprietor, partnership deed** in case of partnership / firm and copy of memorandum and articles of association in case of registered company, if any.
12. Scan Copy of **Terms and Conditions duly signed by the firms / agencies with firm seal** along-with Annexure -II.
13. Scan Copy Tender should furnish declaration regarding **Blacklisting / Debarring** to participate in the Government Tender on their letter Head with firm seal.

Sd/-
(D. D. MANSURI)
Assistant Director of Education,
Collectorate, Diu