

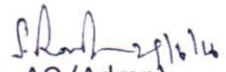


GOVERNMENT OF INDIA
Ministry of Communication & IT
DEPARTMENT OF TELECOMMUNICATIONS
OFFICE OF THE CONTROLLER OF COMMUNICATION ACCOUNTS
NE Circle, CTO Building, 2nd Floor, SHILLONG – 793 001
Tele No. 0364-2501483, Fax No. 0364-2227911
Email: ccanortheast@gmail.com

No. CCA/NE/Data Entry Operators & House Keeping/Dak Mover Tender/16
Dated 29.06.2016

On behalf of the President of India, CCA, DoT, NE Circle, Shillong invite sealed Tenders from Registered Companies/Firms/Agencies for providing services of Data Entry Operators & House Keeping/Dak Mover. The details of the tender are shown below:

Date & time for issue of tender Documents	04/07/2016 to 25/07/2016 (Time 10:30 Hrs to 15:00 Hrs on working days only)
Last date & time of receipt of tender Documents	25/07/2016 (up to 15:00 Hrs)
Cost of each tender documents	Rs. 500 (Non-Refundable)
Time & date of opening of Technical Bids	25/07/2016 at 15:30 Hrs
Time & date of opening of Financial Bids	To be notified later.
Place of opening of tender	In O/o the CCA, NE Circle, 2nd Floor, CTO Building, Shillong – 793 001.


AO (Admn)

☎ - (0364) 2501483

No. CCA/NE-I/Data Entry Operators & House Keeping/Dak Mover Tender /16

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MINISTRY OF COMMUNICATIONS & IT
DEPARTMENT OF TELECOMMUNICATIONS
O/o the Controller of Communication Accounts
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Tele No. 0364-2501483, FAX No. 0364-2227911
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Tender No: CCA/NE-I/Data Entry Operators & House Keeping/Dak Mover Tender/16
Dated 29.06.2016

TENDER NOTICE

1. Sealed Tenders on behalf of the President of India, are invited under Two Bid system i.e. Technical Bid and Financial Bid from reputed, experienced and Financially sound Manpower Companies/ Firms/ Agencies for providing Data Entry Operators & House Keeping/Dak Mover in Office of the Controller of Communication Accounts, NE Circle, CTO Building, 2nd Floor, Shillong – 793001, for a period of one year from the date of contract.
2. Desirous companies/Firms/ Agencies may obtain tender document w.e.f 04.07.2016 on request in writing from AO (Admn), O/o Controller of Communication Accounts, NE Circle, CTO Building, 2nd Floor, Shillong – 793001 (Phone No. 0364-2501483) (On all working days between 10:00 hrs. to 17:00 hrs.) up to 25.07.2016 for Bid Document or Tender document @ Rs. 500/-.

3. Schedule

Date and time of issue of Bid Document	: 04.07.2016 to 25.07.2016 (10:00 hrs to 17:00 hrs).
Last date and time for receipt of tender	: 25.07.2016 - 15.00 hrs.
Date and time for opening Technical Bid	: 25.07.2016- 15.30 hrs.
Date and time for opening Financial Bid	: To be notified later.
Place of opening the Tender	: In the O/o the CCA, NE Circle, CTO Building, 2nd Floor, Shillong – 793001.
Validity of Tenders	: 90 days from the date of opening of Tender.

4. The amount of estimated tender value would be approximate Rs.6,50,000 per annum.
5. The interested Companies/ Firms/ Agencies may put the tender document complete in all respect along with Earnest Money Deposit i.e. Rs. 16,250/- (Rupees Sixteen thousand Two Hundred Fifty) only and other requisite documents from 04.07.2016 to 25.07.2016 between 10.00 Hrs to 17.00 Hrs in the Tender Box kept in the chamber of AO (Admn), O/o the CCA, NE Circle, CTO Building, 2nd Floor, Shillong – 793001. **The Tenders shall not be entertained after this deadline under any circumstances whatsoever.**
6. The CCA reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of CCA, NE Circle, Shillong in this regard shall be final and binding on all.


(S.R. Sharma)

Accounts Officer (Admn)
O/o the CCA, NE Circle
CTO Building, 2nd Floor
Shillong – 793001