

प्रशासन  
दादरा एवं नगर हवेली (सं. प्र.)  
दादरा एवं नगर हवेली योजना एवं विकास प्राधिकरण,  
सिलवासा. फोन: ०२६०-२६३०१४७

सं.डीएनएचपीडीए/१०५(१५)/फ़ाइल टेंडर/२०१७/

दिनांक: ०१/०२/२०१८

## सीमित निविदा नोटिस

सदस्य सचिव, दादरा एवं नगर हवेली योजना एवं विकास प्राधिकरण, दादरा एवं नगर हवेली, सिलवसा के द्वारा भारत के राष्ट्रपति की ओर से फ़ाइलो का रिकॉर्ड नए तरीकेसे ओर उस रिकॉर्ड को सॉफ्ट कॉपी एवं हार्ड कॉपी में बनाने के लिए सीमित निविदा नोटिस संभावित बिडरोसे मँगवाए जाते हे। फ़ाइल सह नगर आयोजक का कार्यालय ओर सदस्य सचिव, दादरा एवं नगर हवेली योजना एवं विकास प्राधिकरण, दा। न। हा, सिलवासा के कार्यालय की हे। सील सीमित निविदा सूचना आरपीएडी/कूरियर द्वारा दिनांक १५/०१/२०१८ तक दोपहर १५.०० बजे तक सदस्य सचिव, दादरा एवं नगर हवेली योजना एवं विकास प्राधिकरण, दादरा एवं नगर हवेली, सिलवसा के कार्यालय में जमा कर सकते हे. सीमित निविदा सूचना उसी दिन अगर संभव हुआ तो १६.०० बजे खोली जाएगी. सीमित निविदा सूचना की अधिक जानकारी, शर्त एवं अनुसूची के लिए [www.dnh.nic.in](http://www.dnh.nic.in) देखे।

**Sd/-**

(पी। पी। परमार)

सदस्य सचिव

दादरा एवं नगर हवेली योजना

एवं विकास प्राधिकरण

दादरा एवं नगर हवेली

सिलवासा।

પ્રશાસન  
દાદરા અને નગર હવેલી (સં. પ્ર)  
દાદરા અને નગર હવેલી યોજના અને વિકાસ પ્રાધિકરણ  
દાદરા અને નગર હવેલી, સેલવાસ-૩૯૬૨૩૦  
સંપર્ક-૦૨૬૦-૨૬૩૦૧૪૭

નં.ડીએનએચપીડીએ/જીએનએલ/૧૦૫(૯૫)/ફાઇલ ટેન્ડર/૨૦૧૭/

તારીખ: ૦૧/૦૨/૨૦૧૮

મર્યાદિત ટેન્ડર નોટિસ

સભ્ય સચિવ, દાદરા અને નગર હવેલી યોજના અને વિકાસ પ્રાધિકરણ, દાદરા અને નગર હવેલી, સેલવાસ દ્વારા ભારતના રાષ્ટ્રપતિ વતી યોજના અને વિકાસ પ્રાધિકરણ અને સહ નગર આયોજક ની કચેરી ના કાર્યાલય ની બધી ફાઈલો નો રેકોર્ડ બનાવવા માટે સીલ બંધ મર્યાદિત ટેન્ડર નોટિસ આરપીએડી/ફૂરિયર દ્વારા તારીખ ૧૫/૦૨/૨૦૧૮, સાંજે ૧૫:૦૦ વાગ્યા સુધી માં મંગાવવામાં આવે છે. સીલ બંધ મર્યાદિત ટેન્ડર નોટિસ જો જરૂરિયાત હોય તો તે પ્રમાણે તેજ દિવસે સાંજે ૧૬:૦૦ વાગે ખોલવામાં આવશે. મર્યાદિત ટેન્ડર નોટિસ ની વધુ માહિતી, શરતો અને શેડ્યૂલ [www.dnh.nic.in](http://www.dnh.nic.in) પર ઉપલબ્ધ છે.

**Sd/-**

(પી. પી. પરમાર)

સભ્ય સચિવ

દાદરા અને નગર હવેલી

યોજના અને વિકાસ પ્રાધિકરણ,

દાદરા અને નગર હવેલી, સેલવાસ



**Dadra and Nagar Haveli  
Planning and Development Authority**  
First Floor, Right Wing,  
New Collectorate Building, Amli, Silvassa- 396 230.  
0260-2630147, email: [dnhpda@gmail.com](mailto:dnhpda@gmail.com)

No. DNHPDA/GNL/105(95)/FILE TENDER/2017/

Dated: /02/2018.

### **LIMITED TENDER NOTICE**

The Member Secretary, Dadra and Nagar Haveli Planning and Development Authority, DNH, Silvassa on behalf of President of India invites sealed Tender from Authorized Office/Organization for **preparation of files works to upgrade all office records i.e. file works** of office of Associate Town Planner and office of Member Secretary (DNHPDA), Silvassa, Dadra and Nagar Haveli. The Limited Tender Notice can download from the official website of U. T. Administration of Dadra and Nagar Haveli [www.dnh.nic.in](http://www.dnh.nic.in). The sealed limited tender notice may reach to the this office of undersigned on or before **15/02/2018 up to 15.00 hours** by registered post with A.D. or courier service or to be deposited in box kept in the office:

Sr. No.	Particulars	Approximately File Quantity In Nos.	Rate per File in Words & Figures	Total Amount Rs.	Remarks, if any.
(1)	(2)	(3)	(5)	(6)	(7)
1	<b>Preparation of files works to upgrade all office records (in soft copy and hard copy)</b>	<b>4000 Nos.</b>			

**(Signature of Authorized Persons /  
Bidders with Rubber Stamp.)**

#### **Terms & Conditions:-**

1. The Limited Tender Notice shall be submitted in sealed cover super scribed with words **“Limited Tender Notice for Preparation of files works to upgrade all office records i.e. file works and other paper documents of office of Associate Town Planner and office of Member Secretary (DNHPDA), Dadra and Nagar Haveli, Silvassa.** The Rates should be offered in a schedule enclosed herewith.
2. The Rates should be F.O.R. Delivery upto office at Silvassa including packing, forwarding charges, VAT/CST Charges, Transportation Charges installation, testing commissioning etc. **Rates quoted should be valid for**

**the period of 60 days from the date of opening the Limited Tender Notice.**

3. Payment will be made only after successful completion of the work. The work will be done by the organization with his own staffs and with own electronic equipments. The work will complete by the bidders/organization in 30 days from issue of work order.
4. The Bidder shall have to submit the copy of Bank Account Number, Branch Name, IFSC code for releasing payment through e-payment system.
5. The copy of Registration VAT/CST/GST No., PAN No. of the Agency/Dealer, Authorized organization of the above shall have to be enclosed duly attested. The TDS at the prescribed rate if any shall be deducted by the Authority, if applicable.
6. The interested bidders/organization shall have to furnish **EMD for an amount of Rs. 5000/- in favour of the Member Secretary, Dadra and Nagar Haveli Planning & Development Authority, Silvassa in form of Fixed Deposit Receipt (FDR) valid for a period of Six (6) months.**
7. **The bidders shall have to pay Non Refundable Tender Fee of Rs. 500/- in DD in the name of Dadra and Nagar Haveli Planning & Development Authority, Silvassa Payable at Silvassa.**
8. The EMD and DD other than prescribed form shall not be allowed and in case violation of this instruction the tender will summarily rejected.
9. **The successful bidders/organization shall have to provide One (1) year free service for any type of data loss or any query from the undersigned by the Authority.**
10. The successful bidders/organization shall have to complete the work and to kept all records in cupboards.
11. No advance payment will be made.
12. The Tender received after due date and time will not be taken into consideration.
13. Right to accept or reject any of all tender is reserved with the undersigned.

**(P. P. Parmar)**  
Member Secretary,  
Dadra and Nagar Haveli,  
Planning & Development Authority,  
Silvassa

Copy to:

- 1) All Head of Offices, D. & N. H., Silvassa.
- 2) P A to the Collector/Chairman (DNHPDA), Secretariat, Silvassa