

**SECTION I**

**O/o Sr. Deputy Director General, MPLSA, Bhopal  
(Telecom Enforcement, Resources & Monitoring)  
Government of India, MINISTRY OF COMMUNICATIONS  
Department of Telecommunications  
2<sup>nd</sup> Floor, Doorsanchar Bhawan, Hoshangabad Road, Bhopal-462015 (MP)  
Bhopal – 462015**

**Tender No. 9-19/2017(A)-MPLSA/Tender/DEO/17-18/14      dated: 05.02.2018**

**NOTICE INVITING TENDER**

1. E tenders on behalf of the President of India, is invited under Two Bid System viz. Technical Bid and Financial Bid from reputed, experienced and financially sound eligible Companies /Firms /Agencies for providing services of **Twelve no. of Data Entry Operators (DEO)** in the office of Sr. DDG MPLSA, Bhopal, for a period of one year from the date of contract and extendable for additional one year.

Office where services required	Schedule of Requirement	Quantity	Estimated Cost of the tender (in Rs.)	Earnest Money Deposit
O/o Sr. DDG MPLSA, Bhopal	<b>Twelve Number of Data Entry Operators (DEO)</b>	<b>12</b>	<b>Rs.19,30,000/-</b>	<b>Rs.48,250/-</b>

- I. Applicant should submit following amounts in form of DD or Pay order from Nationalized/scheduled bank / Online payment through Bharatkosh or NTRP in favour of 'CAO, CCA MP', payable at Bhopal. DD/Pay order has to be submitted offline in Room No 223, 2nd Floor, Doorsanchar Bhawan, Hoshangabad Road, Bhopal before 15:00 hrs on 06.03.2018 while Scanned copy of DD/ Pay order/ Online Payment Transaction details should be uploaded online. In case of fee exemption valid self attested registration certificate issued by NSIC to be uploaded online. Bidders are requested to write their name and full address at the back of the demand draft/ Pay order submitted to the office:

(a) Rs.590/- (Rupees Five Hundred Ninety Only) towards tender document fee. This amount is non-refundable.

(b) Rs. 48,250/- (Rupees Forty eight Thousand Two Hundred Fifty Only) towards Ernest Money Deposit (EMD). This money is refundable to non-qualified bidders or in case of cancellation of tender.

- II. The aforesaid DDs/Pay orders/ online Fee Submission or an application for fee exemption valid self attested registration certificate issued by NSIC towards cost for Tender document and EMD, if applicable, should be submitted to in Room No 223, 2nd Floor, Doorsanchar Bhawan, Hoshangabad Road, Bhopal on or before 15:00 Hours of .03.2018.
- III. The duly filled tender documents shall not be accepted if these are not accompanied by the scanned copy of the demand draft/Pay order/ Bharatkosh transaction details towards the Tender fee and the requisite bid security (EMD) or for fee exemption valid self attested registration certificate issued by NSIC. If at any stage it is found that payment has not been realized the application of bidder shall be cancelled and its offer as bidder shall be rejected.
- IV. The DD/ Pay Order/ Online payment using Bharatkosh towards the cost of tender document and that towards the Earnest Money Deposit should bear the date after the date of NIT.

Note :

i. Non-Tax Receipt Portal (NTRP) also known as "Bharatkosh". Non-Tax Receipt Portal (NTRP) is the initiative of O/o Controller General of Accounts, M/o Finance, Government of India to provide one stop services to deposit any fees/fine/other money into the Government Account through the web based portal <https://bharatkosh.gov.in>. For further information, user guides are available at <https://bharatkosh.gov.in/static/UserGuide.asp>.

ii. Aspiring Bidders who have not enrolled/registered in e-procurement should enroll/register before participating through the website <http://eprocure.gov.in/eprocure/app> (herein after as Tender website). The portal enrolment is free of cost. Interested bidders may submit their quotation online on tender website as per the tender document. Bidders are requested to follow the instructions carefully as per the tender document and the instructions given in the above mentioned website. Any corrigendum/addendum regarding this tender will be available on the above website and [www.dot.gov.in](http://www.dot.gov.in) also.

## 2. Schedule:

Date of issue of Bid Document: Bidder can download the Bid Document from 07.02.2018 from the DOT website <http://www.dot.gov.in> or the E- Procurement portal <http://eprocure.gov.in/eprocure/app> by using bidder login credentials.

Date & time for submission of tender : before 05.03.2018 15:00 hrs.(online only)

Physical submission of EMD and Tender document fee : before 06.03.2018 15:00 hrs.

On-line opening of Tender Bids(Technical bids) : 06.03.2018 at 15:30 hrs.

Date & time for opening of Financial Bid for Technically qualified bidders. : Will be intimated later.

Place of opening the Tenders : O/o Sr. DDG MPLSA 2<sup>nd</sup> Floor, Doorsanchar Bhawan, Hoshangabad Road, Bhopal-462015 (MP )

Bid Validity Period/Validity of Bid offer for Acceptance by DOT : 90 days from the date of opening of the tender.

:Tender document can be obtained by downloading it from the website <http://www.eprocure.gov.in> or [www.dot.gov.in](http://www.dot.gov.in)

## 3. Accessibility of Tender Document

4. **Submission of Tenders:** The bid along with the necessary documents should be uploaded in the e-procure.gov.in portal as per guidelines mentioned in the portal. Tender have to be submitted only online at <http://eprocure.gov.in/eprocure/app> in two bid system i.e. (i) technical bid and (ii) financial bid in the prescribed proforma. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the tender documents. Tender sent by any other mode will not be accepted. The list of documents to be submitted along with technical bid and financial bid are detailed in clause No.16 of Section-II of the Tender Document.

5. The Department 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 assigning any reason. The decision of the Sr.DDG MPLSA, Ministry of Communication, Department of Telecommunications in this regard shall be final and binding on all.

Director (Admin-2)  
O/o Sr. DDG MPLSA BHOPAL, 2<sup>nd</sup> Floor,  
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