

**SECTION-I**

**Government of India  
Ministry of Communications & IT  
Department of Telecommunications  
Office of the Dy. Director General (TERM), U.P. (West)  
1st Floor, Brahmampuri Telephone Exchange, Meerut-250002**

No. 30-34/TERM/UPW/Outsourcing/10-11/~~Vol-II~~

Dated: 27.04.2011

To,

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**Sub:- Limited tender for outsourcing of office upkeep and housekeeping services & Data Entry Services in TERM Cell**

Dear Sir,

Limited tenders are invited on behalf of the President of India for outsourcing of office upkeep and house-keeping services & data entry services in the office of the DDG TERM, UP(West), First Floor Brahmampuri Telephone Exchange Building, Meerut – 250 002. The estimated cost for this work is about Rs.3,25,000/- for one year. The EMD amount is Rs. 6,500/-. The schedule of tender is as under:

Date of sale of tender : 03.05.2011 to 24.05.2011 up to 16:00 Hrs.  
Last date of receipt of tender : 25.05.2011 up to 15:00 Hrs.  
Date of opening of tender : 25.05.2011 at 15:30 Hrs.

The Tender document can be obtained on all working days between 11:00 Hrs. to 16:00 Hrs. from the ADG (TERM) O/o DDG (TERM), , 1<sup>st</sup> Floor Brahmampuri Telephone Exchange Building, Meerut-250002 by depositing an amount of Rs. 525/- with CAO(Cash) O/o CCA UP(West), 3<sup>rd</sup> Floor, Brahmampuri Telephone Exchange, Meerut-250002.

The tenders completed in all respect must reach in this office by registered post or by hand up to 15:00 Hrs. of **25.05.2011.** The tenders received after the scheduled date and time will be rejected out rightly. This office will not be responsible for postal delay or any other delay, caused due to external factors.

**ADG (TERM).  
O/o DDG (TERM) ,UP (West), Meerut.**