



THE ADMINISTRATION OF UNION TERRITORY OF LADAKH  
INFORMATION AND PUBLIC RELATIONS DEPARTMENT, UT SECRETARIAT  
e-mail: [ddinformationladakh@gmail.com](mailto:ddinformationladakh@gmail.com)

**NOTICE INVITING e-TENDER**

e-NIT NO: 23/LA(INFO) of 2021

DATED: 25-08-2021

For and on behalf of Lt. Governor, UT Ladakh, e-tender are invited for "Event Management for 'The Himalayan Film Festival' to be held from 24<sup>th</sup> to 28<sup>th</sup> September, 2021 at Sindhu Sanskriti Kendra (SSK) Auditorium in Leh, UT-Ladakh." as per the detail Terms and Conditions given below.

**The detail of item required is appended at Annexure "I"**

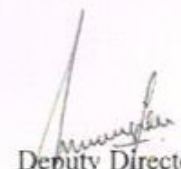
1. The bidding documents, bill of quantities (BOQ), set Terms & Condition of the contract and other details can be seen/ downloaded from the website <https://tenders.ladakh.gov.in/> as per the schedule of date given below.

S/N	Particulars	Description
1.	Nature of Work	Selection of an Agency for Event Management for 'The Himalayan Film Festival' to be held from 24 <sup>th</sup> to 28 <sup>th</sup> September, 2021 at Sindhu Sanskriti Kendra (SSK) Auditorium in Leh, UT-Ladakh.
2.	Proposals Invited by	Deputy Director, Department of Information
3.	Date of issue of Tender Notice	25-08-2021
4.	Date of Publishing of Tender Notice	25-08-2021 (5:00 PM)
5.	Period of downloading of bidder's documents	25-08-2021; (5:00 PM) to 09-09-2021 (3:00PM)
6.	Online Bid Submission Start Date	26-08-2021 (10:00 AM)
7.	Online bid submission end date	10-09-2021; (4:00 PM)
8.	Pre-Bid Queries	28-08-2021 (Till 10:00 AM)
9.	Pre-Bid Meeting	31-08-2021 (3:00 PM)

10.	Date of Opening of Technical Bid	10-09-2021 (05:00 PM)
11.	Technical Presentation	11-09-2021 (Time shall be intimated)
12.	Websites for downloading RFP Document, Corrigendum's, Addendums etc.	<a href="https://tenders.ladakh.gov.in/">https://tenders.ladakh.gov.in/</a>
13.	Cost of RFP Document	Nil
14.	Validity of Proposal	Proposals must remain valid for 180 days from the Bid submission date.
15.	Method of Selection	LCS (lowest Cost Selection) for technically qualified bids.

2. To participate in the bidding process, the bidder has to get "**Digital Signature Certificate**"
3. The Bidders has to submit their bids online in electronics formats with digital signatures. No financial bid shall be accepted in Physical form.
5. The bidder must quote rates for item in the prescribed Bill of Quantities (BOQ) available on the website and the item rates must be quoted as per the specifications mentioned in the tender document.
6. The department will not be responsible for any delay in online submission due to any reason.
7. The interested bidders are advised to go through the terms & conditions (enclosed) carefully before submission of the tender.
8. The bidders are directed to upload neat & clean attested copies of all the documents.
9. No physical submission of the bids shall be entertained.
10. Any future Corrigendum/Information shall be posted only on e-Procurement portal of Administration of Ladakh. Bidders are advised to keep visiting the e-Procurement portal for further updates.
11. The tender has to be submitted under twin bid system.
  - a) **(Technical Bid):**  
Bidder must ensure to upload copies of the following documents:
    - i. Structure & Organisation in Annexure-I of RFP.
    - ii. Annual Turnover in Annexure-II of RFP.
    - iii. Annexure-III Income Tax Returns.
    - iv. Annexure-IV Pan Card.
    - v. GST Registration Certificate in Annexure-V of RFP.
    - vi. Work Experience (2017-18, 2018-19, 2019-20) in Annexure-VI of RFP.
    - vii. Annexure-VII Work Orders.
    - viii. Pre-Bid Queries in Annexure-IX of RFP.
  - b) **(Financial Bid):**
    - I. Rate to be submitted by the bidders in the bill of quantity (BOQ) only.
13. The Department of Information, Ladakh reserves the right to accept or reject any tender without assigning any reason thereof.

14. Regarding the pre-bid queries interested Bidder are requested to fill the Pre-Bid queries in (Annexure - IX) of RFP and mail it on this address. ([ddinformationladakh@gmail.com](mailto:ddinformationladakh@gmail.com))
15. Whosoever is partly interested in attending the pre-bid Meeting can contact us before 30-08-2021 on [ddinformationladakh@gmail.com](mailto:ddinformationladakh@gmail.com) VC link will be shared accordingly.

  
Deputy Director,  
Information & PR, Ladakh

No: LA/Info-04/THFF-2021/2021/1004-1009

Dated:25-08-2021

Copy to the: -

1. Director, treasuries & Accounts, Ladakh.
2. OSD with Lieutenant Governor, Ladakh for information of the Hon'ble Lieutenant Governor.
3. OSD with Advisor to the Hon'ble Lieutenant Governor for information of the Advisor.
4. Assistant Director Information Leh/Kargil with request that above NIT may kindly be published in two leading National Newspapers.
5. District Informatic officer, Leh with request that above NIT may kindly be uploaded on UT-Ladakh website.