



सत्यमेव जयते

**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH
INFORMATION AND PUBLIC RELATIONS DEPARTMENT, UT SECRETARIAT**

e-mail: ddinformationladakh@gmail.com

NOTICE INVITING e-TENDER

e-NIT NO: 25/LA(Info) of 2021

DATED: 06-09-2021

For and on behalf of Lt. Governor, UT Ladakh, e-tender are invited for Empanelment of Creative Agency for Information, Education and Communication (IEC) Campaign as per the detail Terms and Conditions given below.

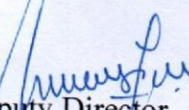
The detail of item required is appended at Annexure “I”

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	Empanelment of Creative Agency for Information, Education and Communication (IEC) Campaign.
2.	Proposals Invited by	Deputy Director, Department of Information
3.	Date of issue of Tender Notice	06-09-2021
4.	Date of Publishing of Tender Notice	08-09-2021 (10:00 AM)
5.	Period of downloading of bidder's documents	08-09-2021; (10:00 AM) to 27-09-2021 (4:00PM)
6.	Online Bid Submission Start Date	09-09-2021 (10:00 AM)
7.	Online bid submission end date	27-09-2021; (4:00 PM)
8.	Pre-Bid Queries	12-09-2021 (Till 10:00 AM)
9.	Pre-Bid Meeting	15-09-2021 (3:00 PM)
10.	Date of Opening of Technical Bid	30-09-2021 (04:00 PM)
11.	Technical Presentation	1 st week of October

12.	Websites for downloading RFE Document, Corrigendum's, Addendums etc.	https://tenders.ladakh.gov.in/
13.	Cost of RFE 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. Document as specified in Pre-qualification (PQ) criteria (3.2) of RFE.
 - ii. Declaration as per Annexure-I of RFE.
 - iii. Experience format as the Annexure-III of RFE.
 - iv. Checklist format as per Annexure-V of RFE.
 - v. Annexure-VII Pre-Bid queries format.
 - b) **(Financial Bid):**
 - I. Rate to be submitted by the bidders in the bill of quantity (BOQ) only.
 14. The contract shall remain current for one year from the date of issuance of the contract.
12. The Department of Information, Ladakh reserves the right to accept or reject any tender without assigning any reason thereof.
13. Regarding the pre-bid queries interested Bidder are requested to fill the Pre-Bid queries as per the given format in the RFE and mail it on this address. (ddinformationladakh@gmail.com).
14. Whosoever is partly interested in attending the Pre-Bid meeting can contact us before 14-09-2021 on ddinformationladakh@gmail.com VC link will be shared accordingly.


 Deputy Director,
 Information & PR, Ladakh

No: LA (Info) NIT/1184-90

Dated:06-09-2021

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 Information Officer Leh/Kargil with request that above NIT may kindly be uploaded e-NIT on UT-Ladakh Portal for wider publicity.