



**The Administration of Union Territory of Ladakh**  
**Ladakh Autonomous Hill Development Council, Leh**  
**Department of Information & Public Relations, Leh UT- Ladakh**  
E-mail: [adinformationleh@gmail.com](mailto:adinformationleh@gmail.com), phone No: 01982-252124

**NOTICE INVITING e-TENDER**  
**E-NIT NO: 01/Info of 2021**  
**DATED: 28-10-2021**

On behalf of Lieutenant Governor, Union Territory of Ladakh, e-tenders ( through <https://tenders.ladakh.gov.in/> ), under two bid system, are invited from eligible and qualified bidders for printing and supply of Bi-monthly Ladags Phonya, Leh Magazine of Department of Information and Public Relations, Leh Union Territory of Ladakh for the year 2020-21 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	<b>Printing and Supply of Bi-monthly Ladags Phonya, Leh Magazine of Information &amp; Public Relations Department, Leh Union Territory of Ladakh.</b>
2.	Proposals Invited by	Assistant Director Information, Leh
3.	Date of issue of Tender Notice	28-10-2021
4.	Date of Publishing of Tender Notice	29-10-2021 (2:00 PM)
5.	Period of downloading of bidder's documents	29-10-2021 (3:00 PM to 08-11-2021 (1:00 PM)
6.	Online Bid Submission Start Date	29-10-2021 (5:00 PM)
7.	Online bid submission end date	08-11-2021 (1:00 PM)
8.	Pre-Bid Queries	Any query to clear can be done through e-mail Id on <a href="mailto:adinformationleh@gmail.com">adinformationleh@gmail.com</a> from 29-10-2021 to 30-10-2021)
9.	Date of Opening of Technical Bid	10-11-2021 (11:00 AM)
10.	Websites for downloading tender document, Corrigendum's, Addendums etc.	<a href="https://tenders.ladakh.gov.in/">https://tenders.ladakh.gov.in/</a>
11.	Cost of tender Document	<b>Rs. 100</b> <b>DD/Cheque in favour of Assistant Director Information, Leh UT-Ladakh</b>



12.	Validity of Proposal	Proposals must remain valid for 90 days from the Bid submission date.
13.	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.
4. Tender fee of Rs. 100 in favour of Assistant Director Information, Leh Union Territory of Ladakh.
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):**
    1. Latest Income Tax/GST clearance certificate
    2. Proof of orders placed by various Organization on the Firm for similar work
    3. Documentary proof of minimum 2 years of experience in similar work
    4. Annual turnover of minimum 5 lakh.
    5. Receipt of Demand draft (DD) of tender fee Rs. 100 must be upload.
    7. MSME Registration Certificate, if available
  - b) **(Financial Bid):**
    - I. Rate to be submitted by the bidders in the bill of quantity (BOQ) only.
12. The Department of Information & Public Relations, Leh 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 mail their queries on ([adinformationleh@gmail.com](mailto:adinformationleh@gmail.com)) and response will be given through mail.

  
 Assistant Director Information,  
 Leh

No: 496-800/MA9-2021-22

Dated:-28-10-2021

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. OSD with Secretary Information UT-Ladakh for information of the Secretary Information.
- ✓ 5. District Informatics Officer Leh with request that above NIT may kindly be uploaded on UT-Ladakh Portal for wider publicity.