

 An ISO 9001-2000 certified	DAKSHIN GUJARAT VIJ CO LTD. SURAT (O&M) CITY CIRCLE CIN U40102GJ2003SGC042909	 An ISO 9001-2000 certified	
	2nd floor, Opp. E-Space, Bhagvan Mahavir College Cross Road, VIP Road, Vesu-Bharthana, Surat - 395 007		
	PH .NO.0261-2720052		
	e-mail: sesrt.dgvcl@gebmail.com		

No.SCC/O&M/Tech/EXP/2019/

07333 Date:
Tender Notice No. 50

09 DEC 2019

Sealed Tenders are invited for "Annual Rate Contract for dispatch of "Urgent Tapal " by courier service for Surat City Circle office.

1.	Estimated Cost.	:	Rs.1,50,000/-
2.	Earnest Money Deposit	:	Rs. 1500/-
3.	Last Date of Issue of tender	:	<u>17/12/2019</u>
4.	Last date of Receipt of Tender	:	<u>27/12/2019 Up to 16.00 Hrs.</u>
5.	Date of opening of Tender	:	<u>27/12/2019 (If possible) at 16.00 Hrs.</u>
6.	Tender Fee	:	Rs. 1000/- +18% GST
7.	Security Deposit	:	5 % of the order value.

Copy of tenders can be had from the Surat City Circle office, VIP road Surat on the submission of application along with the payment of tender fees within the due date as stipulated above. The Earnest money Deposit will be accepted either in cash or by D.D. of Schedule Bank of Surat only drawn in favor of D.G.V.C.L.

The right to reject/accept and or split up of tender is reserved by the undersigned without giving any reason thereof.

No tender should be accepted/opened in any case after due date of time and receipt of tender irrespective of delay due to postal service or any other reasons and that the Company should not assume any responsibility for the receipt of tender.

Tender duly filled up should be submitted by Regd. Post, A. D./Speed Post only. Sealed Tender cover should be super scribed "**Annual Rate Contract for dispatch of "Urgent Tapal "by courier service for Surat City Circle office.**" The details specifications are for general guidance and should be followed. If there is any variation between description of schedule and the detailed specification, the former should be adhered to, otherwise the letter should be adhered to. Any dispute is subject to Surat jurisdiction only.

GENERAL TERMS AND CONDITION FOR COURIER SERVICES

1. Your authorized person should come to this office on all the working days of the Company at about 5:00 P.M. for taking delivery of posts.
2. Your authorized person will have to sign in our Register at time of receiving post from this office.

3. You will have to arrange to deliver posts to the places of destination on the very next day.
4. Acknowledgement slip attached with register envelope will to be the returned to this office duly signed by the address on very next day in a reasonable time.
5. The recovery will made the documents which are lost by you in transit as decided by the competent authority.
6. No any other extra charges if incurred by you will be paid by this office except your quoted rates and accepted by the company.
7. You will have to submit your bill in duplicate every month i.e. on the 1st day of the month with advance stamped receipt. The payment will be made A/C. payee cheque on actual work carried out by you satisfactorily.
8. The person coming for collection the posts from this office must carry your authority letter or you may give us the name of the person authorized by you on letter pad.
9. Income-Tax will be deducted directly form your payment.
10. Tenders will be accepted only by Regd. Post A.D & Speed Post. The tenders received after last date of receipt will not be considered.
11. Earnest Money Deposit will be received in cash or demand draft in favor of DGVCL of any Schedule Bank payable at Surat on or before dt.27/12/2019 Up to 15.00 Hrs.
12. The undersigned reserves the right to reject or to accept any tenders without assigning any reasons thereof.
13. You will have to execute a stamped agreement on stamp paper of Rs.100-00 with Company if your offer is accepted by the Company.
14. You have to produce documentary proof of P.F. No., GST Registration No., FAN No. related documents.


C.E.O. & S.E.(O&M)
DGVCL.CITY C.O., SURAT.

Copy to :

1. The Jr. Programmer (IT) Surat City C.O.
[For putting up the above tender notice on DGVCL's website.]
2. The Cashier, DGVCL, Surat City C.O.
[For receiving tender fees & EMD on application & issuing tender]
3. Copy for Notice Board.