



**PROJECT COORDINATION UNIT, UPDASP (U.P)**

**4th Floor, B1-B2 Block, PICUP Bhawan, Vibhuti Khand, Gomti Nagar, Lucknow 226010**

**Ph. No.-(0522) 2721258 & Fax No. 2720837 Toll Free No. 1800 1800 118**

**Email: updasp12@gmail.com, Website: www.updasp.org**

**Short Term Tender Notice**

T.E.No.: 78-79/DASP/LS/2017

Dated: 15<sup>th</sup> March, 2017

The Project Coordinator, PCU, UPDASP invites sealed tenders from eligible bidders; registered and reputed agencies/firms have been existing in Lucknow, for the supply of Office Stationery/Consumable (Schedule-I) and Toner/Ink cartridges (Schedule-II). The last date for submission and Opening of Tender as under:

Schedule No.	Items	Submission date	Opening date
I	Office Stationery/Consumables	24-03-2017 at 14:00 hrs.	24-03-2017 at 15:00 hrs.
II	Toner/Ink Cartridge	24-03-2017 at 14:00 hrs.	24-03-2017 at 16:00 hrs.

For further details may please contact on the above office address. The details are also available on our official website that reads [www.updasp.org](http://www.updasp.org).

**Project Coordinator**  
**Project Coordination Unit, UPDASP**

## Detail Notice



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**Email: updasp12@gmail.com, Website: www.updasp.org**  
**SHORT TERM TENDER NOTICE**

**T.E.No: 78-79/DASP/LS/2017**

**Dated: 15<sup>th</sup> March, 2017**

1. The Project Coordinator, PCU, UPDASP invites sealed bids/offers from eligible; registered and reputed agencies/firms existing in Lucknow, for the following Services as listed below under two bid system.

Schedule No.	Description of Goods/Services	Date for sale of Tender Documents	Tender Fee (Rs.)	Earnest Money (Rs.) for each schedule	Last Date & Time for Submission of the Tender	Date & Time for Opening of Tenders
I	Supply of Office Stationery and Consumable items	15-03-2017 to 24-03-2017	200.00	10000/-	24-03-2017 At 14:00 hrs.	24-03-2017 At 15:00 hrs.
II	Supply of Toner/Ink Cartridge	15-03-2017 to 24-03-2017	200.00	10000/-	24-03-2017 At 14:00 hrs.	24-03-2017 At 16:00 hrs.

2. The Tender Document may be purchased by submitting a request letter mentioning reference of your company, in any working day from 10:00am to 5:00pm, from the office of Project Coordinator, PCU, UPDASP within the dates as mentioned above on payment of a non-refundable tender fee as indicated above, in the form of **Cash/Demand Draft/Bankers' Cheque** on any scheduled bank **payable at Lucknow** in favour of **Project Coordinator, DASP**.
3. The tender document may also be downloaded from DASP website [www.updasp.org](http://www.updasp.org). In that case payment of Rs. 200/- for each tender in the form of DD will have to be enclosed at the time of submission of the tender document. Interested bidders may obtain further information at the same address.
4. The Tender is under two bid system i.e. it must be submitted in Two Parts e.g. (1) Technical bid (2) Financial bid. Both the sealed bids shall be submitted together in a separate sealed envelope super scribing the envelope as "Tender No., Name of work".
5. The Tender must be accompanied by earnest money for each schedule separately as specified above, valid for three months in favour of **Project Coordinator, DASP**, payable at Lucknow in the form of **Demand Draft/Banker's Cheque/FDR of a Nationalized Bank**, failing which the tenders shall be rejected as non-responsive.
6. The Tender must be delivered to Manager (Administration & Personnel), PCU, UPDASP at the above address on or before the aforementioned time and date(s) and will be opened as indicated above in the presence of the bidders who wish to attend.
7. Project Coordinator, Project Coordination Unit, UPDASP reserves the rights to reject any or all tenders without assigning any reason(s) thereof.
8. Other details can be seen in the tender document & the annexure(s) therein.
9. For Information regarding any change, please visit our website regularly.

Project Coordinator,  
PCU, UPDASP

