



Tender No: NCPUL/06/2024-25

NATIONAL COUNCIL FOR PROMOTION OF URDU LANGUAGE (NCPUL),
MINISTRY OF EDUCATION, GOVT. OF INDIA.
FC-33/9, INSTITUTIONAL AREA, JASOLA, NEW DELHI-110025.

Tel. No.: 011-49539000 Fax: 011- 49539099

E-Mail: director@ncpul.in Website: <https://www.urducouncil.nic.in>

Chapter-1: Instructions to Bidders

1.1 Notice Inviting Tender:

1. National Council for Promotion of Urdu Language (NCPUL), New Delhi invites online bids from Delhi/NCR based agencies under two stage two- bid-system (Part I- Technical Bid and Part II- Financial Bid) for inviting e-tender quotations for Non Comprehensive Annual Maintenance Contract of Electrical Panels (LT/AC/APFC Panels and MDB) installed in the office building of NCPUL at Farogh-e-Urdu Bhawan, Plot No. FC-33/9, Institutional Area, Jasola, New Delhi -110025 as per details given below: The period of contract will be for one year from the date of awarding and can be extended further subject to willingness and satisfactory performance of the agency on the discretion of National Council for promotion of Urdu Language. Manual bids submission shall not (R) be accepted.

- a. Main LT Panel : 01 No.
- b. A.C. Panel : 01 No.
- c. MDB : 01 No.
- d. 105 KVAR APFC Panel : 01 No.

The details are summarized in below table.

a)	Name of Work	Non Comprehensive Annual Maintenance Contract of Electrical Panels (LT/AC/APFC Panels and MDB)
b)	Tender No.	Tender No: NCPUL/06/2024-25.
c)	Tender Cost	Estimated Cost of Tender Rs. .50 Lakh(Rupees fifty thousand only)
d)	Technical Bid	The details of Technical Bid are placed from page 4 to page 19
e)	Financial Bid	The details of submission of Financial Bid is placed on page 20-21
f)	Availability of Tender Document	Tender documents may be downloaded from NCPUL web site http://www.urducouncil.nic.in or CPPP website https://eprocure.gov.in/eprocure/app
g)	Cost of Tender Document	Rs. 500/- (Rupees five hundred only) which is to be deposited through Demand Draft in favour of Director, NCPUL or online through ECS/NEFT
h)	EMD	Bidder has to deposit interest-free EMD of an amount of Rs. 6000/- (Rupees six thousand only)
i)	Bid submission	Bids can be submitted only online on or before 5:00p.m. on 06.05.2025 at CPPP website: https://eprocure.gov.in/eprocure/app .
j)	Date of opening of Technical Bid	The Technical Bid shall be opened and downloaded 08.05.2025 at 11:00 a.m.
(k)	Date of opening of Financial Bid	The date of opening of Financial Bid will be intimated to the qualified bidders separately.

Note: In case any further detail is required, the same can be collected from the office of the Director, NCPUL, FC-33/9, Institutional Area, Jasola, New Delhi-110025 (Tel. No.: 011-49539000) from 24.03.2025 to 14.04.2025 (except Saturday, Sunday and holidays) between 10.00 a.m. to 05:00 p.m.

1.2. Tender documents may be downloaded from NCPUL website www.urducouncil.nic.in (for reference only) and CPPP site <https://eprocure.gov.in> as per the schedule as given in CRITICAL DATE SHEET as under:-

CRITICAL DATE SHEET

Published Date	15.04.2025 (10:00 a.m)
Bid Document Download / Sale Start Date	15.04.2025 (10:00 a.m)
Bid Submission Start Date	15.04.2025 (10:00 a.m)
Bid Document Download / Sale End Date	06.05.2025 (05:00P.M)
Bid Submission End Date	06.05.2025 (05:00P.M)
Bid Opening Date (Technical)	08.05.2025 (11:00 A.M)
Venue of Bid Opening	NCPUL Head Office, FC-33/9, Institutional Area, Jasola, New Delhi- 110025.