

F.No.5-39/2007-S&S
Government of India
Ministry of Human Resource Development
Department of Higher Education
(S&S Section)

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New Delhi, 7th April, 2008

To

M/s Sympoh Marketing Pvt. Ltd.,
4658-A, Ansari Road,
21, Darya Ganj,
New Delhi – 110 002.

Subject:- Annual Contract for setting up & Operationalisation of Documentation Centres in the Ministry of Human Resource Development.

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Sir,

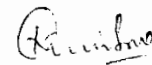
I am directed to refer to this Ministry's Advertisement in the local newspapers inviting tenders from reputed firms on the subject mentioned above and to say that it has been decided with the approval of the Competent Authority and following the laid down procedures, to award the **Annual Contract for setting up & Operationalisation of Documentation Centres in the Ministry of Human Resource Development** to your firm for a period of one year w.e.f 15.4.2008 to 14.4.2009, as per the rates furnished by your firm in the financial bid.

As per the terms and conditions elaborated in the Tender Document, your firm will be required to furnish a **'Security Deposit' of Rs.6,00,000/= (Rupees Six Lakhs Only)** before the commencement of the contract. The security Deposit shall be in the form of a Bank Guarantee pledged in favour of the Pay and Accounts Officer (Education), Department of Higher Education, Shastri Bhawan, New Delhi – 110 001. The Security Deposit in any other form such as cheques / Demand Draft will not be accepted under any circumstances. The Security Deposit will be refunded only after the successful and satisfactory completion of the contract.

I am also directed to send herewith a draft of the contract, which you have to enter into with this Department, **in non-judicial stamp paper worth Rs.100/-**.

You are requested to furnish the requisite documents / security deposit and your willingness to accept the contract, **on or before the 11th of April, 2008.**

Yours faithfully,



(K.K. Mishra)

Under Secretary to the Government of India

Encl: As above.