

No. D-22012/11/2010-SSO (S)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya

26, Jaisalmer House, Man Singh Road,
New Delhi dated the 11th March, 2010

Sub:- Awarding of contract for taking the Photographs of the Govt. Employees working in various Ministries/Departments under the Security zone of Ministry of Home Affairs-regarding.

Sir,

I am directed to say that this Ministry awards contract for taking photographs of the Central Government Employees working in various Ministries/Departments located in various buildings under the security cover of this Ministry for issuing their Identity Cards. This Ministry now desires to award the above mentioned contract for the financial year 2010-2011.

You are, therefore, requested to send your cost quotation latest by 26/03/2010 upto 3:00 PM along with two samples of colour photographs (size 3cmx 3cm) and also bid security of Rs.5000/- (Rupees five thousand only) through an Account payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank guarantee from any of the commercial bank in favour of the DDO, SSO, MHA. The firm should have men and machinery to cope up with the work and should have wide experience in the field of taking photographs for Identity Card purpose or in the similar field. The photos of the employees will be taken on a time schedule basis in different buildings numbering 46 situated within a radius of 16 Kms. in Delhi. The photographer is also liable to be called even for single photo in any of the building/office by the order of CSO. In case, no quotation, alongwith sample and security deposit is received upto the given time, it would be presumed that your organization is not interested to bid for this contract. The quotations should be deposited in the office of the undersigned located in Jaisalmer House, 26, Man Singh Road, New Delhi. The quotations will be opened on 26/03/2010 at 4:00 PM.

Yours faithfully,

Sd/-
(HARCHARAN KAUR)
Under Secretary to the Govt. of India

Copy to:-

US (IT), MHA with the request that this letter may be uploaded on the website of the MHA.