



**Tender No:NCPUL/10/2024-25**

**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](mailto:director@ncpul.in) Website: <https://www.urducouncil.nic.in>

### 1.1 Notice Inviting Tender:

1. National Council for Promotion of Urdu Language (NCPUL), New Delhi invites online bids from Delhi/NCR based reputed 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 Siemens Business Communication System (Siemens/Unify EPABX System) installed in NCPUL office building at Jasola and in Sale Section of NCPUL in Block VIII R.K. Puram). 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.

1.1 The details are summarized in below table.

a)	Name of Work	Non-Comprehensive Annual Maintenance Contract of Siemens Business Communication System (Siemens/Unify EPABX System) installed in NCPUL office building at Jasola and in Sale Section of NCPUL in Block VIII R.K. Puram)
b)	Tender No.	Tender No: NCPUL/10/2024-25
c)	Estimated Cost	<b>Estimated Cost of Tender: Rs. 0.50 Lakh(Rupees fifty thousand only)</b>
d)	Technical Bid	The detail of submission of Technical Bid is placed on pages 04 to 20
e)	Financial Bid	The details of submission of Financial Bid is placed on pages 21-22
f)	Availability of Tender Document	Tender documents may be downloaded from NCPUL web site <a href="http://www.urducouncil.nic.in">http://www.urducouncil.nic.in</a> or CPPP website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
g)	Cost of Tender Document	<b>Rs. 500/-</b> (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 <b>Rs. 5000/- (Rupees five thousand only)</b>
i)	Bid submission	Bids can be submitted only online on or before 5:00p.m. on 06.05.2025 at CPPP website: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> .
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-1100250 (Tel. No.: 011-49539000) from 24.03.2025 to 14.04.2025 (except Saturday and Sunday) between 09:30 a.m. to 5:00 p.m.

1.2. Tender documents may be downloaded from NCPUL website [www.urducouncil.nic.in](http://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**

<b>Published Date</b>	<b>15.04.20255 (10:00 a.m)</b>
<b>Bid Document Download / Sale Start Date</b>	<b>15.04.20255 (10:00 a.m)</b>
<b>Bid Submission Start Date</b>	<b>15.04.20255 (10:00 a.m)</b>
<b>Bid Document Download / Sale End Date</b>	<b>06.05.2025 (05:00P.M)</b>
<b>Bid Submission End Date</b>	<b>06.05.2025 (05:00P.M)</b>
<b>Bid Opening Date (Technical)</b>	<b>08.05.2025 (11:00 A.M)</b>
<b>Venue of Bid Opening</b>	<b>NCPUL Head Office, FC-33/9, Institutional Area, Jasola, New Delhi- 110025.</b>