



F. No.17/03/NCSC/2020-C.Cell

Government of India

**National Commission for Scheduled Castes**

(A Constitutional body set up under Article 338 of the Constitution of India)

5<sup>th</sup> Floor, Loknayak Bhawan,  
Khan Market, New Delhi.

Date: **17** December, 2020.

**TENDER NOTICE**

Sealed quotations are invited from the authorized vendors/firms for making of Digital Signature Certificates (DSC) for the officers/officials of this Commission for implementation of e-office in this Commission.

Authorized vendors/firms under DGS&D contract or vendors registered under NIC, may send their tender quoting price etc. in sealed cover to Under Secretary (Administration), National Commission for Scheduled Castes, 5th Floor, Loknayak Bhawan, Khan Market, New Delhi, up to 21.12.2020 (3.00 PM) duly signed. The tender will be opened on same day at 4.00 PM.

**Terms of Tender:**

1. The firm/vendor has to submit Demand Draft or Cheque of Rs. 100/- (Rupees One Hundred Only) in favour of DDO, National Commission for Scheduled Castes, New Delhi as tender fee and e- procurement facility.

2. The successful firm whose tender will be approved will have to submit the performance security @ 5% of order value before issuing order by Under Secretary. The performance security will be returned after expiry of warranty period. The performance security can be deposited by Bank Draft / Banker's cheque or Bank guarantee in favour of the DDO, National Commission for Scheduled Castes, New Delhi.

3. The tender may be cancelled/rejected by National Commission for Scheduled Castes, New Delhi at any time without assigning any reason and the decision of NCSC, New Delhi will be final about the entire tender process. The Tender notice may be downloaded from the website of NCSC ([www.ncsc.nic.in/tenders](http://www.ncsc.nic.in/tenders)).

(A.K. Sahu)

**Director (Administration)**

**Through NCSC's Website.**