



Export Inspection Agency - Chennai
(Ministry of Commerce & Industry, Government of India)
6th Floor, CMDA Tower -II,
No. 1 Gandhi Irwin Road, Egmore,
Chennai - 600 008

Telephone: + 91 - 44 - 2855 2841 / 2842
Fax: + 91 - 44 - 2855 2840

Email: eamadras@eicindia.org
Website: <http://www.eicindia.org>

**TENDER NOTICE FOR SUPPLY & INSTALLATION OF DOCUMENT
MANAGEMENT SOLUTION**

Sealed tenders are invited on behalf of the Joint Director, Export Inspection Agency - Chennai, in the manner prescribed in the Tender Document, for supply and installation of a Document Management Solution.

The tender is to be submitted in two parts - Technical Bid and Financial Bid. The Financial Bid will be opened only for those bidders who have been declared successful in the Technical Bid.

Last date and time of submission of tender is 1600 hours on 06.02.2008.

Bid Security (earnest money deposit) of Rs. 50,000/- (Rupees Fifty Thousand only) is to be submitted along with the Technical Bid in the form of pay order / demand draft drawn in favour of Export Inspection Agency - Chennai, payable at Chennai. The successful bidder(s) shall be required to furnish a Performance Guarantee equal to 10% of the contract value.

Technical Bids shall be opened on 06.02.2008 at 17.00 hours in the presence of such bidders who choose to be present. In case this date happens to be a holiday, the tenders shall be opened on the next working day, at the same time.

The Tender Documents containing instructions to bidders and terms & conditions of contract can be obtained from the office at the address mentioned above, from 10.30 hours to 13.30 hours and 14.00 hours to 15.00 hours, on any working day, up to 21.01.2008, on payment of Rs. 1,000/- (Rs. 1,100/-, if required by post) through a pay order / demand draft drawn in favour of Export Inspection Agency - Chennai, payable at Chennai.

The Tender Document is not transferable. Also, cost of the tender document is not refundable.

For the convenience of the bidders, a Pre-Bid Meeting will be organized at 16.00 hrs on 21st January 2008 at the venue detailed in the Tender Document.

The Joint Director, Export Inspection Agency - Chennai reserves the right to accept or reject any or all tenders without assigning any reason.

Deputy Director (A&A)
For Joint Director
Export Inspection Agency - Chennai