



**DIRECTORATE GENERAL OF HYDROCARBONS**

**INVITATION TO BID**

**INDIGENOUS OPEN e-TENDER FOR EMPANELMENT**

**EMPANELMENT OF VENDORS FOR ROUTINE PRINTING AND ALLIED  
JOBS FOR A PERIOD OF TWO (02) YEARS.**

**Enquiry No. DG-2026/CTO/ENQ-02**

**Important Dates**

Notice Inviting Tender(NIT)	<b>24.02.2026</b>
Pre- Bid Meeting	<b>06.03.2026</b>
Bid Closing Date And Time	<b>17.03.2026 &amp; 14:00Hrs</b>
Bid Opening Date And Time	<b>17.03.2026 &amp; 15:00Hrs</b>



## DIRECTORATE GENERAL OF HYDROCARBONS

MINISTRY OF PETROLEUM AND NATURAL GAS, GOVERNMENT OF INDIA

DGH, OIDB Bhawan, Plot No. 2, Tower A, Sector 73, Noida, UP 201301

Phone: +91-120-2472122 | Fax: +91-120-2472049 | E-mail: romit.prasad@dghindia.gov.in

ENQ No.: DG-2026/CTO/ENQ-02

Date.24.02.2026

### NOTICE INVITING TENDER

**1.0** The Director General, Directorate General of Hydrocarbons, Noida, invites Open e-tender for **EMPANELMENT OF VENDORS FOR ROUTINE PRINTING AND ALLIED JOBS FOR A PERIOD OF TWO (02) YEARS.**

#### **2.0 Details of e-tender:**

E-Tender No.	<b>DG-2026/CTO/ENQ-02</b>
Brief Description	EMPANELMENT OF VENDORS FOR ROUTINE PRINTING AND ALLIED JOBS FOR A PERIOD OF TWO (02) YEARS.
Type of Bid	Open E-Tender under Single Bid System (Techno-commercial Bid)
E-Bid submission closing Date & Time	<b>17.03.2026 &amp; 14:00Hrs</b>
Place of Submission of original documents	Office of CTO, Directorate General of Hydrocarbons (DGH), OI DB Bhawan, Tower A, Plot No. 2, Sector – 73, Noida -201 301, India.
Date of Receipt of queries for Pre- bid	03.03.2026
Pre-Bid Conference Date	06.03.2026
Response to Pre- bid queries (if any)	To be notified later
Bid Opening Time, Date & Place	Techno-commercial bid opening : 17.03.2026 & 14:00Hrs
Offer validity	60 days from bid closing date.

Earnest money Deposit/ Bid Security Amount :	No Bid Security shall be required at the time of empanelment
Performance Bank Guarantee:	No Performance Bank Guarantee (PBG) shall be required at the time of empanelment.  Performance Bank Guarantee shall be obtained from the successful bidder each time a Job/Work Order is awarded from amongst the empanelled vendors. The PBG shall be submitted prior to commencement of the assigned work and shall be calculated as a percentage of the value of the respective Job/Work Order, as specified therein.

- 3.0** Empanelment under this tender is only for identification of eligible vendors. It does not involve any financial commitment on the part of DGH and does not guarantee award of any work. Jobs shall be awarded separately through individual Job/Work Orders as per requirement.
- 4.0** The detailed e-tender document for the above is available at DGH's website [www.dghindia.gov.in](http://www.dghindia.gov.in) and Government of India's Public Procurement Portal <http://eprocure.gov.in/cppp/>. The prospective bidders can participate in the tender by downloading the tender document from the aforementioned website, and submit their bid online only at GOI e-bidding portal <https://eprocure.gov.in/eprocure/app> with required bid security declaration, documents, confirming the eligibility criteria, along with the other documents as stated in the e-tender document, before tender closing date and time. No physical bids will be accepted.
- 5.0** Addendum/ Corrigendum, if any, to the tender documents shall be uploaded on above websites only. Hence, bidders may view the same regularly till the bid submission date.
- 6.0** All the documents in support of eligibility criteria are also to be uploaded along with Technical Bid. The tenderers are advised in their own interest to upload the scanned copies of the desired papers/documents with their bids failing which their bids may be declared non responsive.
- 7.0** The Directorate General of Hydrocarbons reserve the right to cancel the e-tender at any time/ stage or relax /amend/ withdraws any of the terms and conditions contained in the tender documents without assigning any reason thereof. Any enquiry, after uploading of the bid shall not be entertained. In case of withdrawal of bid, the EMD will stand forfeited.
- 8.0** Bidders are requested to go through the complete bid documents and the eligibility criteria under the Bid Rejection Criteria, Scope of work/supply etc. in particular before bid submission. DGH expects the bidders to comply with the tender specifications, terms & conditions of the tender and submit their bid accordingly without any exceptions / deviations. Conditional bids indicating exceptions/ deviations to the tender clauses shall be rejected summarily.

**You are invited to submit your e-bid against the above tender.**