

**CHANDIGARH SCHEDULED CASTES, BACKWARD CLASSES & MINORITIES  
FINANCIAL & DEVELOPMENT CORPORATION LTD.  
(A CHANDIGARH ADMINISTRATION UNDERTAKING)**

**Regd. Office:-**Additional Town Hall Building, 3<sup>rd</sup> Floor, Sector 17-C, Chandigarh

Ref. No.3118

Dated: 19.12.2017

To

The Director  
Public Relation  
UT Chandigarh

**Subject:- Advertisement.**

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Please find enclosed herewith e-tender notice for providing of Manpower.

You are requested to get it published in the following newspapers having **wide Publicity** on **22<sup>nd</sup> December, 2017** positively:-

- 1) One English Newspaper
- 2) One Hindi Newspaper
- 3) One Punjabi Newspaper

The bill of cost on DAVP rates along with publication may be sent to this office for making the payment.

-Sd/-

**CHIEF FINANCIAL OFFICER  
FOR MANAGING DIRECTOR**

**CHANDIGARH SCHEDULED CASTES, BACKWARD CLASSES  
& MIN. FIN. & DEV. CORP. LTD, CHD  
E-TENDER NOTICE FOR PROVIDING OF GENERAL MANPOWER & SECURITY SERVICES**

The e-tenders are, hereby invited for the Outsourcing of Services of Chandigarh Scheduled Castes, Backward Classes & Min. Fin. & Dev. Corp. Ltd, Chandigarh through e-tendering process.

**MILESTONE DATES OF ELECTRONIC TENDERING**

	Date of Publication	22.12.2017
1.	Downloading of e-tender documents.	Start date 22.12.2017 at 2.00 P.M. End date 12.01.2018 at 3.00 P.M.
2.	Date of submission of e-tender.	Start date 22.12.2017 at 2.00 P.M. End date 12.01.2018 at 3.00 P.M.
3.	Physical submission of EMD and other necessary documents.	Start date 22.12.2017 at 2.00 P.M. End date 12.01.2018 at 3.00 P.M.
4.	Opening of Technical Bid(on line)	15.01. 2018 at 11.00 A.M.
5.	Opening of Price Bid of bidders whose bid qualifies as determined by Committee	To be intimated to all eligible bidders separately.

1. The Bid Documents can be downloaded from the website **<https://etenders.chd.nic.in>**
2. The undersigned reserves the rights to reject any or all tenders without assigning any reasons.

**MANAGING DIRECTOR**  
CHANDIGARH SCHEDULED CASTES  
BACKWARD CLASSES, MIN. FIN. &  
DEV. CORPN. LTD.  
TOWN HALL BUILDING  
3<sup>RD</sup> FLOOR, SECTOR 17-C,  
CHANDIGARH

**CHANDIGARH SCHEDULED CASTES, BACKWARD CLASSES & MINORITIES  
FINANCIAL & DEVELOPMENT CORPORATION LTD.  
(A CHANDIGARH ADMINISTRATION UNDERTAKING)**

**Regd. Office:-** Additional Town Hall Building, 3<sup>rd</sup> Floor, Sector 17-C, Chandigarh

Ref. No.3121

Dated: 20.12.2017

To

The Director  
Public Relation  
UT Chandigarh

**Subject:- Advertisement.**

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Please find enclosed herewith advertisement regarding appointment of Company Secretary.

You are requested to get it published in the following newspapers having **wide Publicity** on **22<sup>nd</sup> December, 2017** positively:-

- 1) One English Newspaper
- 2) One Hindi Newspaper
- 3) One Punjabi Newspaper

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-Sd/-

**COMPANY SECRETARY  
FOR MANAGING DIRECTOR**

## **REQUIRES**

**CHANDIGARH SCHEDULED CASTES, BACKWARD CLASSES & MINORITIES FINANCIAL & DEVELOPMENT CORPORATION LTD. CHANDIGARH**  
**3<sup>rd</sup> floor, Additional Town Hall Building, Sector 17-C, Chd**

Invites applications (along with recent passport size photographs, complete biodata & attested copies of testimonials) for the post of Company Secretary in the pay scale of Rs. 15600-39100 + 6600 (GP) from the applicants who are Associate members of the Institute of Company Secretaries of India preferably having 3- years' experience in the line, knowledge of Administrative Matter/Computer Knowledge and Law Graduate from any University and should be in the age group of 21-40 years (Relaxable upto maximum 5 years for experienced).

In term of Punjab Govt. notification No. 7/204/2012-4FP1/66 dated 15.01.2015 adopted by Chandigarh Administration vide No. 28/70-IH(7)-2015/14387 dated 10.07.2015, probation period will be of 03 years and during this period " Fixed Monthly Emoluments" equivalent to minimum of the pay band of the post will be paid and grade pay, increment or any other allowances, except travelling allowance will not be paid.

Application duly completed in all respect should reach the office of the Corporation at the address given above up to 12.01.2018. Incomplete applications and applications received after due date will not be accepted. Applicants already working in Govt. Deptt. /Corporation may apply through proper channel.

**MANAGING DIRECTOR**

