



**GOVERNMENT OF MEGHALAYA
MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE
MAWDIANGDIANG, OPPOSITE: NEIAH
SHILLONG-793018**



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TENDER NO: MATI. 59/TENDERS/2025/92

Dated: 30th September, 2025

NOTICE INVITING TENDER

Meghalaya Administrative Training Institute invites separate sealed tenders under “TWO BID SYSTEM” (Technical and Financial Bid) for selection of agency for the purpose of providing the following services at its Permanent Campus in Mawdiangdiang, Shillong:

1. **HOUSEKEEPING SERVICES**
2. **SECURITY SERVICES**
3. **CATERING SERVICES**

The necessary details in respect of Instruction to Bidders, Scope of Works, General terms and conditions and Specific Terms and Conditions of the tender are listed in the tender document.

The following details may be kept in mind:

Sl No.	Particulars	Dates
1	Date of Issue of Tender Document	07th October, 2025
2.	Last Date for Submissin of Tender	06th November, 2025
3.	Cost of Tender Document	₹ 5,000/- (Rupees Five thousand) only* for each Tender

*In the form of Demand Draft in favour of “**Director, Meghalaya Administrative Training Institute**”, payable in Shillong.

The Tender document may be obtained from the office of the undersigned on all working days from **07th October, 2025 onwards (11:00 AM - 03:00 PM) upto 04th November, 2025 at 12:00 Noon.**

Sd/-

Director

Meghalaya Administrative Training Institute
Shillong

Memo No. MATI. 59/TENDERS/2025/92 -A

Dated Shillong, the 30th September, 2025

Copy to :

1. The Deputy Secretary to the Govt. of Meghalaya, Personnel & AR (B) Department for favour of kind information with reference to your letter No. PER(AR) 32/2019/191, dtd. 12.09.2025.
2. The Director of Information and Public Relations Meghalaya, Shillong for favour of kind information and necessary action with a request to kindly publish the same in Black & white in three local newspapers (English, Garo and Khasi) on the 6th & 7th October, 2025.
3. The State Informatics Officer, NIC Meghalaya State Centre Shillong for favour of kind information and necessary action with a request to kindly publish the same on the official web portals of the Govt. of Meghalaya and the Meghalaya Administrative Training Institute by the 6th October, 2025.
4. Office Notice Board.

[Signature]

Director

Meghalaya Administrative Training Institute
Shillong