



भारत सरकार : वित्त मंत्रालय: आयकर विभाग

GOVERNMENT OF INDIA: MINISTRY OF FINANCE: INCOME TAX DEPARTMENT

प्रत्यक्ष कर क्षेत्रीय प्रशिक्षण संस्थान

DIRECT TAXES REGIONAL TRAINING INSTITUTE

110, शान्तिपल्ली. ई. एम. बाईपास, कोलकाता - 700107

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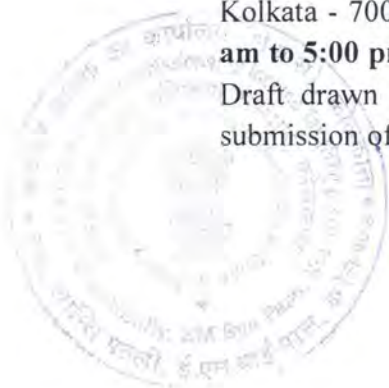
Open Tender Notice No.: 16

File No. DTRTI/Kol, /Admin-30 (Part V)/2016-17/2046

Dated: 15th Nov, 2016

INVITATION TO BID FOR OUTSOURCING OF SECURITY SERVICES

1. Direct Taxes Regional Training Institute, Kolkata (a division of National Academy of Direct Taxes, Nagpur) invites sealed bids from agencies having at least 3(three) years experience as on 31-03-2016 in providing Security services in Government Offices or Government Undertakings and/or Corporate Sectors. The agency should have annual turnover of at least Rs.50 Lakhs for each of the Financial Years 2013-14, 2014-15 & 2015-16.
2. The Security services shall be required to be provided at G+10 storied building of Direct Taxes Regional Training Institute, Kolkata, at 110, Shantipally, E. M. Bypass, Kolkata - 700 107, **tentatively from 01-01-2017. 6 (six) Security Guards** will be required to be deployed everyday [2 (two) guards per shift] for round the clock security. DTRTI reserves the right to increase or decrease the number of guards per shift.
3. Interested agencies (Bidders) may either download the Bid document from the website www.incometaxindia.gov.in or may collect it from the Additional Assistant Director of Income Tax (Trg.)-3, Office of the Additional Director General (RTI), Direct Taxes Regional Training Institute, Kolkata having office at 3rd Floor; 110, Shantipally, Kolkata - 700107 on any working day from **16/11/2016 to 24/11/2016 between 11:00 am to 5:00 pm**. In either case non-refundable tender fee of Rs.100/- by way of Demand Draft drawn in favour of ZAO, CBDT, Kolkata shall be enclosed at the time of submission of the duly filled tender application.



4. A Pre-bid conference will be held on **30/11/2016 at 11-30 a.m. in Room No. 306, 3rd Floor, DTRTI Building, 110, Shantipally, Kolkata-700107**. Interested agencies (Bidders) may participate in the **Pre-bid conference** at their own cost. Based on the queries raised by the prospective bidders during the pre-bid conference a uniform rate chart covering all the mandatory payments to be made to the Security Guards would be devised as approved by the Competent Authority of DTRTI. Such uniform rate chart would be regarded as '**Annexure A-2**' and shall be annexed with the Financial Bid. Financial Bids without Annexure A-2 would be treated as invalid and will not be taken up for evaluation. The bidder or its representative attending the pre-bid conference shall produce letter of authority to participate with details of their identification. Interested bidders who fail to attend pre-bid meeting due to any reason may collect Annexure A-2 from this office till 6.00 pm of 30.11.2016.
5. The Bid document duly filled in along with requisite Tender Fee and Earnest Money Deposit shall be submitted by the Bidders in a sealed envelope superscripted as "**Tender for Security Services for DTRTI Building, Kolkata**" and addressed to the Additional Director General (RTI), DTRTI, Kolkata so as to reach **not later than 1.00 pm on 08/12/2016**. The Bidders shall deposit the bid document only in the "**Sealed Tender Box**" meant for the purpose of accepting the bid documents. Only those bids which are found in the "**Sealed Tender Box**" shall be considered for award of Tender. Bids received after stipulated date/time shall not be entertained.
6. **The bids will be opened on 08/12/2016 at 03:00 pm** in the presence of the Bidders or their representatives who may like to be present.


15/11/2016

(Sunita V Langstieh)

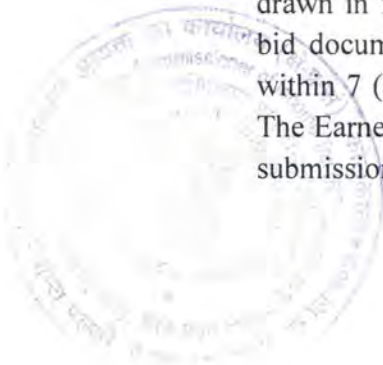
Additional Assistant Director (Trg.) - 3
Direct Taxes Regional Training Institute. Kolkata



SECTION – I

ELIGIBILITY OF THE BIDDERS

1. Any agency (hereinafter referred to as Bidder) which may be a Proprietorship firm, Partnership firm, an Indian Company or any other legal entity engaged in providing Security Services to its clients shall be eligible to bid. Agencies which possess the **required licenses/registrations under the Central Government or State Government Acts**, such as Private Security Agencies (Regulation) Act 2005, etc. shall only be eligible to bid.
2. The Bidder should be engaged in the business of providing Security Services for at least 3 (three) years as on 31-03-2016 and its clientele should include Government Offices or Govt. Undertakings and/or Corporate Sector.
3. The Annual Turnover of the Bidder must be at least Rs.50 Lakhs for **each of the** last 3(three) Financial Years i.e. 2013-14, 2014-15 & 2015-16.
4. The Bidder must have the following registrations/license:
 - a. PAN (Permanent Account Number).
 - b. EPF (Employees Provident Fund) or RPF (Recognized Provident Fund) Registration.
 - c. Service Tax Registration.
 - d. ESI Registration.
 - e. License under Private Security Agencies (Regulation) Act, 2005.
5. All pages of the Bid document shall be signed by the Bidder or his Authorized Signatory with proper seal. Incomplete Bid document (whether unsigned, incorrectly filled, partly filled or otherwise) or Bid document without the requisite Earnest Money Deposit or Tender Fee shall not be entertained.
6. The Bidder should not be involved in any criminal proceedings. It should not be debarred or black-listed by any authority earlier.
7. The Bidder shall be required to deposit refundable **Earnest Money of Rs. 30,000/-** (Rs. Thirty Thousand Only) **and non-refundable Tender Fee of Rs.100/-** (Rs. One Hundred Only) in the form of '**Crossed Demand Drafts**' of any **Commercial Bank** drawn in favour of "**Zonal Accounts Officer, CBDT, Kolkata**" along with the bid document. The Earnest Money Deposit of unsuccessful bidders will be returned within 7 (Seven) days from the date of signing of contract with the successful bidder. The Earnest Money of successful bidder will be returned within 15 (Fifteen) days after submission of Performance Guarantee and signing of the contract agreement.



8. The successful bidder shall be required to furnish Performance Guarantee of Rs.1,50,000/- (Rs. One Lakh Fifty Thousand Only) in the form of '**Bank Guarantee from any Commercial Bank payable at Kolkata**' drawn in favour of "**Zonal Accounts Officer, CBDT, Kolkata**", within 10 days from the date of receipt of letter of award of the Contract. On successful completion of the contract the Performance Guarantee shall be returned within 60 days from the last day of the contract subject to compliance to payment of contractual payments to the Security Guards deployed by the Successful Bidder. No Interest shall be payable by DTRTI on this Performance Guarantee.
9. The Bidder shall have the capacity to provide the Security Services as detailed in the scope of work **from 01/01/2017** for a continuous period of 1(one) year i.e. **till 31/12/2017**. **In the event of this office deciding to renew this contract and the Successful Bidder agreeing to the renewal, the contract shall be extended to a further period of one year on the same terms & conditions as were applicable at the time of the award of the contract.**
10. The Bidder shall be able to provide additional guards, if required temporarily, at any time after the award of contract and during the currency of the contract. The payment for such additional service will be made on pro-rata basis.
11. The Bidder shall be in capacity to provide Security Guards who are trained in Fire Safety Operations as well as First Aid and are not **less than minority age and are more than 45 years in age as on 31-12-2016**. While on duty the Security Guards shall always be in Uniform and proper appearance. The bidder shall submit an undertaking in this respect.
12. Interested agencies (Bidders) may participate in the **pre-bid conference scheduled to be held on 30/11/2016 at 11-30 a.m.**, at Room No. 306, 3rd Floor, DTRTI Building, 110, Shantipally, Kolkata – 700107.



SECTION – II

SCOPE OF WORK

1. The Successful Bidder (hereinafter referred to as '**Contractor**') shall provide Security services by deploying trained Security Guards, preferably ex-servicemen, to safeguard the new premises of Direct Taxes Regional Training Institute, Kolkata (hereinafter referred to as DTRTI) at 110, Shantipally, E. M. Bypass, Kolkata - 700107, the movable & immovable assets, equipments, any other materials at the above address from any thefts or damage in any form or manner.
2. The Security services shall be required to be provided at G+10 storied building of Direct Taxes Regional Training Institute, Kolkata, at 110, Shantipally, E. M. Bypass, Kolkata - 700 107, **tentatively from 01-01-2017. 6 (Six) no. of Security Guards** will be required to be deployed everyday {**2 (Two) guards per shift**}.
3. The services of Security guards shall be required on all days round the clock including Saturday, Sunday and closed holidays. **2 (two) Security Guards per shift** for three shifts shall be deployed per day at the above address to safeguard its men and material. The shifts will be from 6 a.m. to 2 p.m., 2 p.m. to 10 p.m. and 10 p.m. to 6 a.m.
4. DTRTI shall be at liberty to increase the no. of Security guard by One (1) number raising the requirement to 3 (Three) guards per shift either on temporary basis or on monthly basis. The payment of which shall be made pro-rata basis.
5. The contract is for an initial period of one year which is likely to be extended further up to one year (or reduced or discontinued) as per the administrative convenience of DTRTI.
6. The Security guards deployed should be in proper uniform. The uniform shall be provided by the Contractor for which there shall be no extra payment over and above the contract amount.
7. The Security Guards shall be responsible for ensuring that the water taps/ lights / ACs or other electrical appliances are not left open or on after the schedule working hours on normal working days as well as on holidays as the case may be.
8. Only such Security guards should be deployed **who are duly trained in Fire Safety Operations**. They should be trained to operate various fire control equipment installed at DTRTI.



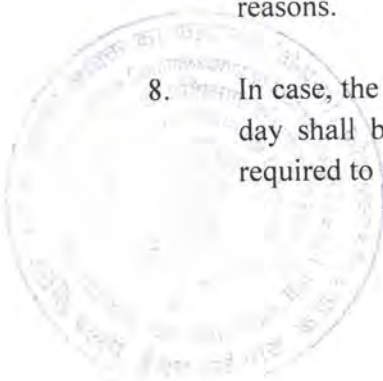
9. The Security guards shall be required to **take regular rounds of the premises** to maintain vigil and remain alert. **They are also required to make physical inspection and ensure that windows and doors of the rooms are not kept open after office hours.** In case of any loss or theft in the above address the matter shall be immediately brought to the notice of the Authorized Officer of DTRTI. The Security Guards should assist the Officers and employees of DTRTI during investigation of any incident relating to security.
10. The Contractor shall be held responsible if it is found that any loss or damage has resulted to DTRTI due to the negligence of the Security guards and shall be responsible for making good the loss suffered by DTRTI.
11. The educational qualification of the Security guards should be at least that of Higher Secondary standard. They should have working knowledge of English, Hindi and Bengali. They should be well mannered and disciplined. They shall not leave the post until relieved by another Security Guard.
12. **The Contractor shall ensure that the Security Guards deployed by it shall not receive any goods or materials supplied to DTRTI, Kolkata by any supplier/vendor etc. unless specifically directed on each occasion. They will merely redirect the vendors/visitors to concerned officials after proper identity verification.**
13. The Security Guards shall not allow any goods / materials/ equipment/ furniture, any asset or other material existing lying in and outside DTRTI building and its campus respectively without verifying gate pass and cross verification from the officer issuing such gate pass.
14. The Contractor shall also ensure the safety of the employees of DTRTI, visitors, guests or any other persons at the above address.
15. The contractor shall be responsible for briefing and educating the security guards about the Do's and Don'ts under the work order and it will not be the responsibility of officials of DTRTI to do so.



SECTION – III

INSTRUCTIONS TO BIDDERS

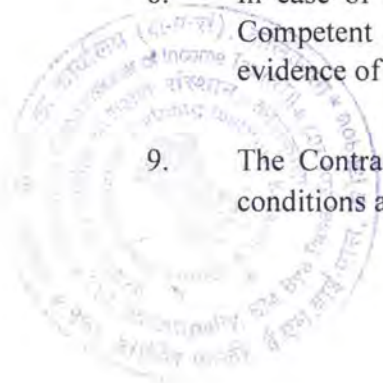
1. **Section-I, Section-II, Section-III, Section-IV along with Annexure-A-1 and A-2 together constitutes the Bid Document.** The Bidders shall submit the properly filled Bid Document and shall sign in every page of the bid document before submitting the bid document.
2. The Bidders shall be required to submit the duly filled up **Annexure-A-1** containing the Bid for the Security Services and **Annexure A-2** detailing break up of charges.
3. On the scheduled date of opening of tender the bidders shall either personally or through their Authorized Representative appear to witness the proceedings. No Authorized Representative shall be allowed to represent the bidder unless an Authorization letter certifying the signature and photograph of the Authorized Representative is produced by him.
4. Any attempt to influence the Officers or employees of DTRTI by the bidder either directly or indirectly shall result in rejection of the Bid submitted by the Bidder.
5. The Bidders are not entitled to modify any of the terms and conditions and put forth their own conditions. Any attempt by the bidders to do so would render the bid to be summarily rejected.
6. The Bidder shall be required to enclose with the bid document, Earnest Money (EMD) of **Rs.30,000/-** (Thirty thousand only) in the form of Crossed Demand Draft drawn in favour of "ZAO, CBDT, Kolkata". Any bid without the requisite Earnest Money and Tender Fee shall be summarily rejected. The EMD of all bidders other than the successful bidder shall be returned within 7 (seven) working days from the date of award of tender. **The EMD of the successful bidder shall be returned preferably within 15 (Fifteen) days subject to the satisfactory deposit of Performance Guarantee by such bidder and signing of the contract agreement.**
7. The Bidders should adhere to the time schedule of collecting and deposit/submission of the Bid. They should ensure that the Bid is submitted in time. DTRTI will not be responsible for any delay caused in submission of the Bid by the Bidder for whatever reasons.
8. In case, the last day for submission of the bid is declared as a Holiday, the next working day shall be treated as the last day for submission of the bid. The bidder shall be required to provide the Security Services **on and from 01-01-2017.**



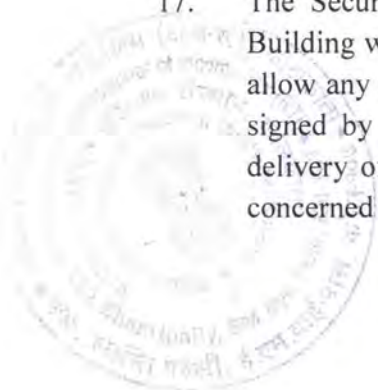
SECTION – IV

TERMS AND CONDITIONS

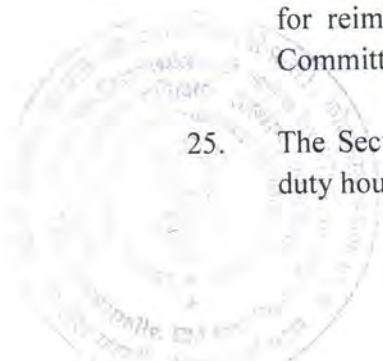
1. The Bidder shall examine all Instructions, Terms & Conditions, Annexures and specifications in the bidding document. Failure to furnish information required or submission of bid not substantially responsive to the bidding document in every respect will result in rejection of the bid.
2. DTRTI may increase the requirement of manpower from 6 (Six) nos. to 9 (Nine) nos. of Security Guards per day and the agency shall be bound to provide the guards accordingly.
3. The Contractor shall be required to enter into a contract with DTRTI after award of contract which shall be for a period of one year which may be extended further by one year at the administrative convenience of the competent Authority at the accepted terms & conditions. The agreement would be prepared on the basis of the Terms and Conditions referred to in Section-I to Section-IV of the Bid Document.
4. The Contractor shall have no right whatsoever to sub-contract the Contract awarded to him.
5. The Contractor shall be required to sign an agreement on a non-judicial stamp paper of not less than Rs.100/- on securing the letter of intent and to start the work within days as specified in the agreement.
6. The Contractor shall be in a position to supply the requisite number of security guards within 3 days of execution of Agreement. The Contractor should be able to provide additional security guards and lady guards as required by DTRTI during currency of the contract. The Security Guards deployed shall not be changed without prior information to DTRTI.
7. During evaluation of the bids, DTRTI may at its discretion, ask the bidder(s) for clarification of its/their bids. The request for clarification and response shall be in writing with regard to the below points.
 - Past performance
 - Credentials
 - Financial capacity with respect to gross receipts
 - Competency
 - Fulfilment of legal obligation
8. In case of revision of variable DA or increase in minimum rates of usages by the Competent Authority, same will be reimbursed to the contractor on production of evidence of payment to the guards.
9. The Contractor shall ensure that only such Security Guards satisfying the eligibility conditions as mentioned against Para 11 of Section-I are deployed for duty.



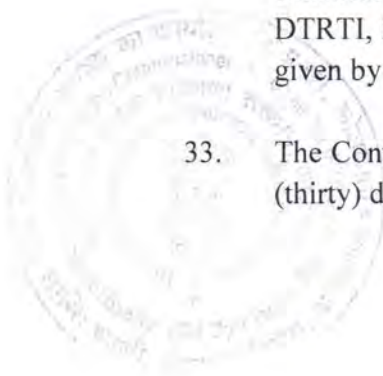
10. The Contractor shall ensure that the bid submitted do not contain erroneous information. If at any time during the currency of the Contract it is found that the Contractor has provided wrong information in the bid then the Performance Guarantee shall be forfeited and the contract may be terminated by DTRTI with a notice of 30 (thirty) days.
11. The Contractor shall deploy Security Guards with clear antecedents. The Contractor shall submit a list of the Security Guards to be deployed along with the names, addresses, contract numbers, copy of PAN card, Voter I- Card/Aadhar Card, a Passport Size Photograph and a declaration by the guard as well as by the Contractor that no criminal case is pending against him and there was no criminal case against him at any point of time. In case it is found that the Security Guards deployed is/was involved in any criminal case, such guard shall not be allowed to perform duty and the contract agreement may be rescinded.
12. The Contractor shall be responsible for providing Security Guards with Uniforms and other accessories like cap, boot shoes etc. as worn by security guards of reputed concerns. The Cost of uniform etc. shall be borne by the Contractor.
13. The Contractor shall provide the Security Guards with requisite number of batons, torches with batteries, umbrellas and whistles for smooth functioning. The cost of such items shall be provided by the Contractor for which the Contractor may quote the charges in the bid. However, other stationery items if any, may be provided by DTRTI if the same is requisitioned in writing.
14. The Contractor shall ensure that the Security Guards deployed maintain a sound health for carrying on the duty of Security Guard.
15. The Contractor shall be responsible to ensure that no unauthorized person enters the DTRTI premises. In case of any doubt, the Security Guards deployed shall immediately contact the Officers of DTRTI.
16. The Security Guards shall maintain an attendance register and shall produce the same for inspection of the designated DTRTI Officer for verification as and when desired by him.
17. The Security Guards shall not allow any materials to be brought into the DTRTI Building without verifying the challans of such materials. Similarly, they shall also not allow any materials to be taken out of the DTRTI building without a proper gate pass signed by an officer of DTRTI authorizing such action. They shall not receive the delivery of any article supplied by suppliers/vendors and merely guide the visitor to concerned official.



18. The Security Guards shall ensure that no Salesperson or Canvasser or beggar or any unauthorized person enters the building without permission of any officer of DTRTI. Any violation in this regard would result in a **penalty of Rs.200/-** for each such default. The penalty shall be deducted from the monthly bill of the Contractor.
19. The Security Guards shall at all times maintain high standard of discipline and should be wholly trustworthy. The behavior of the guards towards the officers or other employees of DTRTI or any visitor or guest shall be pleasant. The Contractor shall replace any guard against whom any report of indecent behavior is brought on record, in writing, to the knowledge of DTRTI.
20. The Contractor will be responsible for the conduct of all security guards deployed by it and will be legally liable for any harm or loss arising to any person whomsoever, in whatever form, from any misconduct or any act of negligence, omission or commission, whether intentional or otherwise, of the Contractor or any of the security guards agents and other deployed by the Contractor in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same.
21. DTRTI will not be liable for any loss or harm to any person within or outside the DTRTI campus from any act of omission or commission to any of the security guards, agents or any other person deployed by the Contractor in the course of providing any services stated in this contract.
22. DTRTI shall not be liable for any compensation, claim for damages etc. due to any accident, injury or harm to any security guard deployed by the Contractor or death due to accident or otherwise, which may arise out of any circumstances related or unrelated with their duties at DTRTI building. The DTRTI shall be indemnified by the Contractor for all such claims.
23. The Contractor shall be wholly responsible for any loss or damage to any people and property arising due to the negligence of the Security Guards. The Contractor shall be required to make good such loss or damage.
24. In case of theft or breaking in, if an Enquiry Committee (comprising of officers of DTRTI and of the Contractor) establishes that theft or loss or damages has been caused due to the negligence of the Contractor or any of its employees DTRTI will be entitled for reimbursement by the Contractor of the said monetary loss as decided by the Committee.
25. The Security Guards shall have no right to stay in the DTRTI premises beyond their duty hours or before commencement of duty hours.



26. If any Security Guard is found to attend his duty late, absents himself and found in improper dress then a **penalty of Rs. 500/- for each such late attendance**, absence or dressing improperly will be imposed and shall be recovered from the Contractor.
27. The Contractor shall be provided with space for storing the articles or other equipment of the Security guards for performance of duties.
28. The Contractor shall ensure that no Security guard smokes or consumes tobacco/alcohol or any other intoxicating substance while on duty or while they are in the DTRTI premises. It should also be ensured that the deployed Security guards are not under the influence of any intoxicating materials while they are on duty. Any complain in this behalf would render the Guard unfit for future deployment at DTRTI.
29. The Contractor shall ensure that the Security Guards render all possible help during any natural calamity or during any emergency situation when their help is sought by DTRTI for ensuring safety of men and material.
30. The Contractor shall ensure that there is no violation of any Central or State Act or violation of any rules laid by any Local Authority by whatever name called. In case of any such violation the Contractor shall be solely responsible for the consequences. Any Penalty, Fine, Interest etc. resulting due to such violation shall be solely met by the Contractor.
31. DTRTI shall be entitled to recover from the contract amount any tax, cess, duty or any other Government dues by whatever name called required to deduct at source or otherwise. It shall also be entitled to recover and remit any Government dues by whatever name called from the Contractor. However, any such action or recovery and remittance by DTRTI shall be resorted to only when the Contractor fails to comply with any statutory law or rule. In such circumstances, the Performance Guarantee shall stand forfeited and the recovery of the amount to be remitted shall be made from the outstanding dues of the Contractor.
32. DTRTI shall have the right to terminate the contract if it is felt any time during the currency of the Contract that the Services of the Contractor are not up to the desired level or if the Contractor has violated any legal provision. In deciding as to what constitutes 'desired level' the decision of the Additional Director General, (RTI), DTRTI, Kolkata would be final. In such a situation, a notice of 30 (thirty) days shall be given by DTRTI for such termination.
33. The Contractor shall also have the right to terminate the contract by giving notice of 30 (thirty) days to DTRTI.



34. **The Contractor shall ensure that all the dues of the Security guards as well as the Government in the form of Salary, Taxes, Service Taxes, RPF/EPF contribution, ESI contribution etc. by whatever name called are paid within the permissible time limits.** Any failure to do so may result in termination of the Contract forthwith. In case the Contract is terminated in such circumstances the Performance Guarantee shall be forfeited and the Contractor shall be debarred from participating in any future tender of DTRTI.
35. The Contractor shall be required to submit bills in triplicate within 10 days from the end of the month in which the Security service is provided. DTRTI will immediately take steps to process the bills so that the contracted amount is paid in time [preferably within 30 (thirty) days from the submission of the bills] after deduction of tax at source or any other Government dues.
36. Except for the first month of billing, **the bill of each month must be accompanied by the evidence of all the statutory payments (i.e. salary slip, PF, ESI, Service Tax etc. in respect of the bills for the immediately preceding month.** In the event of non-compliance with this requirement, the bill(s) would not be processed and the delay in payment would be attributed to the Contractor. For the last month of contract, however, the bill would be submitted after statutory payments in respect of the bills for the said last months are made by the Contractor concerned and evidence thereof is attached with the bill.
37. The decision of DTRTI in respect of interpretation of the Terms and Conditions of the Agreement shall be final and binding on the Contractor.
38. In case any dispute between the Contractor and DTRTI could not be resolved by mutual discussion, the matter may be referred for Arbitration by a Sole Arbitrator to be appointed by Additional Director General (RTI); DTRTI, Kolkata. The provisions of Arbitration and Conciliation Act, 1996 shall be applicable.
39. Any unresolved dispute between the Contractor and DTRTI would be tried under the jurisdictional Courts.



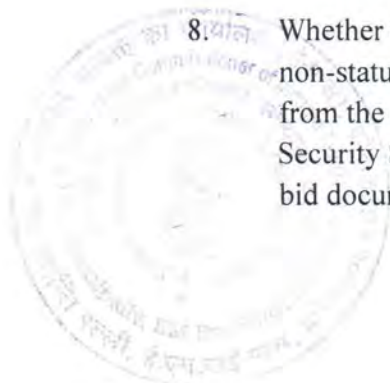
Technical cum Financial Bid

Annexure A-1

1. Name of the Concern (Bidder) _____
2. Address
(Including Contact No. & email) _____

3. Names and Addresses of the Partner(s)/
Director(s)/Proprietor (With contact
details) _____

4. Turnover of the Concern:
(Attach copies of Final Accounts along with
Audit Report for the Financial Years below)
FY 2013-14 _____
FY 2014-15 _____
FY 2015-16 _____
5. Whether the concern is engaged for
atleast 3(three) years as on 01-04-2016
in providing Security Services and
whether the clientele includes Govt.
Offices/ Undertakings and or Corporate
Sector.(attach copy of Supporting documents): Yes/No
6. Is any criminal case is pending against the
Proprietor/Partners/Directors of the Concern or
whether they were at any time involved in any
criminal case: Yes/No
7. Whether the Bidder agrees to all the Terms &
Conditions as are referred to in Section-I, Section-II,
Section-III and Section-IV of the Bid Document. : Yes/No
8. Whether the concern possesses all the Statutory/
non-statutory registrations, permissions, approvals etc.
from the Competent Authorities for providing
Security Services as per terms and conditions of the
bid document. : Yes/No



9. Has the Bidder been ever debarred or blacklisted by any organization. If yes, Give details: Yes/No
10. Permanent Account No.(PAN)
(Enclose copy of PAN): _____
11. Service Tax Registration Number

(Attach copy): _____
12. ESI Registration No.(Attach copy) : _____
13. EPF/RPF Registration No.: _____
License No. under PSA(Regulation)
Act, 2005 (attach supporting document)
14. Details of Earnest Money Deposit: Amount: _____
D.D.No. & Date: _____
Name of Drawer Bank & Branch:-

15. Total charges per Security Guard per shift (8 Hours)
(Including all charges but excluding Service Tax). _____
16. **Total charges per Security Guard per calendar month
(Including all charges but excluding Service Tax)** _____
[Break-up of charges to be furnished in
Annexure A-2]
17. **Total charges per Security Guard per calendar month
(Including all charges plus Service Tax)**
(To be mentioned both in figures & words): _____
18. **Total Monthly Charges for 6 (Six) Security Guards:
(Inclusive of all charges plus Service Tax)**
(To be mentioned both in figures & words): _____



DECLARATION BY THE BIDDER

1. I/We hereby certify that the information furnished above are true and correct to the best of my/our knowledge and belief. In case any discrepancy is found in the above statement at any stage, the contract shall be liable to be terminated.

2. I/We also certify that the quotes have been quoted after understanding properly the terms and conditions as are laid in Section-I to Section-IV of the Bid Document.

3. _____ I/
We further certify that I/We, in my/our capacity as _____
of am/ are entitled to submit the bid.

Date:

Place:

(Signature of the Proprietor/Partner(s)/Director(s)
or the Authorized Signatory with Name in Block
Letters, Date & Seal)

