



**INDIAN AUDIT & ACCOUNTS DEPARTMENT**  
**Office of The Director General of Audit (Central),**  
**Kolkata**  
**8, Kiran Shankar Roy Road, Kolkata-700 001**



**PREVIEW OF TENDER**

**TENDER REFERENCE NO:** Record-I/C/Purchase of New Electronic Equipment against buyback of some old electronic equipment /2023-24 dated **08.05.2023**

**DATE OF ISSUE OF TENDER DOCUMENT:** **08.05.2023**

**LAST DATE FOR RECEIPT OF TENDER DOCUMENT:** **22.05.2023** at 2.00 pm

**TIME AND DATE OF OPENING OF THE TENDERS:** **22.05.2023** at 3:00 pm

**PLACE OF OPENING OF THE TENDERS:** O/o the DGA(C), Kolkata, 8, Kiran Sankar Roy Road, G.I. Press Bldg. (East wing), Kolkata: 700-001

**Sub: Procurement and Installation of New Electronic Equipment against buyback of some old electronic equipment**

**NOTICE INVITING TENDER**

Office of the Director General of Audit (Central), Kolkata invites sealed quotations for supply of following electronic equipment as per the details given below specification given below:-

Name of Items	Reqd. Qty.	Make/Model	Price Range	No of Items offered on buyback	Remarks
Three Star Non-Inverter Split Air Conditioner Machines (1.5 Ton)	02	Manufacturers like <b>Volta</b> , <b>Hitachi</b> , <b>Daikin</b> , <b>Lloyd</b> , <b>Carrier</b> are only welcome	Each machine cost should be within <b>₹50,000</b> [incl. GST and all other expenses such as Installation, Bracket, Carriage cost, Miscellaneous cost (as per Table B of bidding sheet)]	00	(i) General Terms and conditions for AC Machines mentioned in Annexure-I
					(ii) Technical specifications of AC machines mentioned in Annexure-II
					(iii) Bidding Sheet of AC Machines mentioned in Annexure-III
					(iv) Tender Certificate for AC Machines in Annexure-IV
Digital Multifunctional Photocopier Machines with printer, scan, networking Facility and Duplex printing/photocopying option.	05	Manufacturers like <b>Konica</b> , <b>Minolta</b> , <b>Canon</b> , <b>Sharp</b> , <b>HP</b> are only welcome	Each machine cost should be within <b>₹55,000</b> [incl. GST and all other charges incl. Installation, Carriage cost, Miscellaneous, cost (as per Table A of bidding sheet)]	05	(i) General Terms and conditions for Photocopier Machines mentioned in Annexure-V
					(ii) Technical specifications of Photocopier machines mentioned in Annexure-VI
					(iii) Bidding Sheet of Photocopier Machines mentioned in Annexure-VII
					(iv) Tender Certificate for Photocopier Machines in Annexure-VIII

(i) **Air Conditioner machines** will have to be supplied in the premises of Office of the Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 as per details terms and conditions(Annexure-I) and specifications in Annexure-II.

***Bidders should furnish the bidding sheet(Annexure-III) and duly filled tender certificate (Annexure-IV), failing which tender will subject to be cancelled.***

(ii) **Photocopier machines** will have to be supplied in the premises of Office of the Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 as per details terms and conditions(Annexure-V) and specifications in Annexure-VI. The photocopier machines to be taken for buyback is to be taken from the premises of Office of the Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 and Custom House, 15/1 Strand Road, Kolkata. Details of the machines for buyback and location of such machines is mentioned in Annexure-V.

***Bidders should furnish the bidding sheet (Annexure-VII) and duly filled tender certificate (Annexure-VIII), failing which tender will subject to be cancelled.***

(iii) Bidders may quote for any one item or both items. There is no restriction to apply for both items/single items.

(iv) The bidders should quote in respective bidding sheets provided herewith for Photocopier Machine/ Air Conditioner Machine. Details of bidding sheets for Photocopier Machine/ Air Conditioner Machine are attached with equipment specific general terms and conditions .

(v) While submitting the bid, bids for AC Machines should be in a separate sealed quotations, super scribed as "QUOTATIONS FOR SUPPLY OF AIR CONDITIONER MACHINES " and bids for Photocopier Machines should be in another separate sealed quotations, super scribed as "QUOTATIONS FOR SUPPLY OF PHOTOCOPIER MACHINES AGAINST BUY BACK OF OLD PHOTOCOPIER MACHINES".

These two separate sealed quotations or any one single quotation (*as applicable for the bidder*) should be obviously kept in a Bigger Cover duly sealed and super-scribed as "TENDER FOR PROCUREMENT AND INSTALLATION OF NEW ELECTRONIC EQUIPMENT AGAINST BUYBACK OF SOME OLD ELECTRONIC EQUIPMENT" and addressed to the Deputy Director (Administration), Office of the Director General of Audit(Central), Kolkata-700001, and must reach latest by 2.00 pm on 22/05/2023 by hand/by post in Record-I section of this office. The Bids shall be opened in this office of Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 on 22/05/2023 at 3:00 pm in the presence of such bidders who may wish to be present.

The Competent Authority reserves the rights to reject any or all the quotations without assigning any reason.

  
Senior Audit Officer/Record

## ANNEXURE-I

### GENERAL TERMS & CONDITIONS FOR SUPPLY OF AIRCONDITIONER MACHINES :-

1. Bidders should have earlier experience of providing AC machines in any office either Central Govt. or State Govt. or Govt. undertaking etc. especially in Kolkata based offices. Proof should be attached.
2. All the intending bidders should possess expertise and capability of rendering post installation services (if any) satisfactorily in respect of AC machines.
3. The bidder should have valid Trade license, GST and PAN. Copy of all documents should be enclosed.
4. Intending firms may also furnish additional information (with supporting accredited certificate/document from respective authority or organization) which they deem essential to establish their expertise and capabilities to successfully complete the envisaged works/s.
5. **All the intending vendors should quote their rates in the Bidding Sheet for Air Conditioner Machines enclosed herewith as Annexure-III and not elsewhere. If any bidder doesnot quote for his product through bidding sheet, the bid is liable to be rejected.**
6. In **Table-A of the bidding sheet** the vendor has to mention Brand Name, Model Number and rate per unit of AC , which the vendor intends to supply.
7. In **Table-B of the bidding sheet**, the vendor has to mention **cost of procurement of 02 AC machines, total cost for cost of installation of 02 AC machines, total cost for supply of brackets(if any),total carriage cost(if any), miscellaneous charges(if any) and cumulative cost of all the aforementioned charges.**
8. Rate of additional charges regarding some extra work as mentioned in **Table C of bidding sheet** should invariably be mentioned by the bidder.
9. **Unit rates /Total rates of all goods and services should be inclusive GST.**
10. The number or series number of AC machines once mentioned in the bidding sheet, cannot be changed till supply of all AC machines. Therefore, model number and series number of AC machines along with brand name should be carefully mentioned in the bidding sheet .
11. No subsequent upward revision in bid rate(s) shall be accepted by this office. The bid price of each item should commensurate with the prevailing market rate for such items. **Bidders are requested to visit the office to see the locations where the AC Machines will be installed , as this will help to quote the additional charges properly.**
12. **The lowest rate quoted for procurement of 02 nos. of Split AC machines in the bidding sheet, mentioned in the 7<sup>th</sup> ROW of Table: B of the bidding sheet i.e. [Total expenditure for procurement of 02 nos. of AC machines + Total Installation charges+ Total cost of brackets + Carrying cost(if any) + Miscellaneous cost (if any) ] will be treated as lowest bid.**
13. **Supply of AC machines and Installation of such AC Machines should be completed within 10(ten) days from the date of placement of work order to the successful bidder . If the supply and installation is not made within 10(ten) days , penalty value of 0.5% on total order value for per days delayed will be charged and deducted from total work order.**
14. Payment will be made only after successful supplying of AC machines as well as its corresponding installation satisfactorily.

- 534
15. During installation of AC machines, mason works, if needed, will have to be carried out at the expense of the bidder and for this no extra cost will be paid by this office.
  16. The vendor shall not assign or sub-contract any portion of the contract in any circumstances .
  17. Replacement of broken/damaged/unserviceable parts with new spares during the period of installation to be made without any extra cost. Any claim in this regard will not be entertained.
  18. In respect of all the participant bidders, it will be understood that they have tendered their bids having being fully agreed upon with the aforesaid clauses.
  19. The period of validity of the quoted rate should be for a minimum period of **60 days** from the date of closing of quotation.
  20. This office exclusively reserves the right to reject/cancel any or all the tenderers any time at its discretion.
  21. The competent authority of O/o the Director General of Audit, Central, Kolkata reserve all rights to reject any bids including of those bidders who fail to comply with instruction without assigning any reason whatsoever and does not bind itself to accept the LOWEST or any specific bids.
  22. **Location of Supply:** All the items will have to be supplied in the premises of the Office of the Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 and its Resident Audit Offices as per the terms and conditions given herein.
  23. **Terms of Payment:** 100% after delivery and verification of items at specified locations thereon. In this regard an ECS mandate form will be issued by this office.
  24. All disputes and differences arising out or in connection with this tender/contract shall be subject to the exclusive jurisdiction of courts at Kolkata.

  
Senior Audit Officer/Record

## Annexure-II

### Technical specifications of AC Machines

Parameter	Required Values
Capacity	1.5 Ton
Star Rating	3
Inverter Type	Not required
Compressor Type	Rotary
Refrigerant (GAS)	R- 32
Power Supply	Should be within 230v-50Hz 1Ph
Input Current (100%/50%)	Should be within 6.42A
Cooling Capacity (100%/50%)	Should be around 5000W - 5100 W
Input Power (100%/50%)	Should be around 1405 - 1440 W
ISEER Ratio	3.54 – 3.56
Air Flow	Should be around 880 m <sup>2</sup> /h
Air Throw Distance	Should be around 10 m
Electricity Consumption	1085 -1115kWh
Indoor Unit Noise	35 -42 Db
Outdoor Unit Noise	52-57 dB
Area Coverage	15.5 -15.8 m <sup>2</sup>
Operating Range	Should be able to Cool at 48°C
Turbo Cool	Required
Rapid Cooling (18°C in 45 s)	Required
PM 2.5 Filter	Required
Anti-Viral Dust Filter or Clear Air Filter	Required
Multi-Fold Evaporator	Required
Auto Restart	Required
Self Diagnosis Funtion	Required
100% Copper Coil	Required
Eco Friendly Refrigerant	Required
Indoor Unit Dimensions (LxBxH)	Should be around [(90-100)cm x(22-24)cmx(30-33)cm])
Outdoor Unit Dimensions (LxBxH)	Should be around [(82-88)cmx(30-37)cmx(55-58)cm]

  
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327

**Annexure-III**

**O/o The Director General of Audit(Central), Kolkata**  
**8, Kiran Sankar Roy Road, Kolkata-700001**

**Bidding sheet for procurement of Split AC Machines**

**Table :A**

Sl No.	Type of Machine	Specification of Machine	Brand	Model No./Series No. of the product
1.	Split Air Conditioner	1.5 Ton, 3 star Rated, Non-Inverter		

**Table: B**

Sl No.	Specification of machines	No. of machines to be procured	Rate(per unit) (in ₹) (incl. GST)	Cumulative Amount (in ₹)
1.	1.5 Ton Split AC Machine (3 Star)	2		
2.	Total cost for procurement of 02 nos. of AC Machines(in ₹)			
3.	Total cost of Installation charges for 02 nos. of AC Machines(in ₹) (if any)			
4.	Total cost for supply of 02 sets of Brackets(in ₹) (if any)			
5.	Carriage Cost(if any) (in ₹)			
6.	Miscellaneous Charges(if any) (in ₹)			
7.	<b>Total Procurement Expenditure (cumulative value from Row 2 to Row 6)</b>			

<b>Rate of Additional Charges</b> <b><i>(THIS WILL NOT BE INCLUDED IN TOTAL PROCUREMENT EXPENDITURE AS MENTIONED IN TABLE B)</i></b>	
<b>a) Cost of Extra Copper Pipe Line/ft (after 10 ft complimentary pipeline)</b>	
<b>b) Cost of Extra Power Chord/ft (after complimentary power chord)</b>	
<b>c) Cost of Drain Pipe Line/ft</b>	

**Comments of vendor(if any) :**

**Date:**

**Place:**

**Signature of the Bidder with seal**

328

**Annexure-IV**  
**Tender Certificate**

To  
The Deputy Director (Admin.)  
O/o The DGA (C), Kolkata  
Govt. Of India Press Building (East Wing),  
8, Kiran Sankar Roy Road  
Kolkata-700001

Sir/Madam,

With reference to your tender Notice No. \_\_\_\_\_  
dated \_\_\_\_\_ I am to submit my tender for Supply and Installation of 02  
nos. of Non-Inverter Split Air Conditioner Machines (1.5 Ton and 03 Star) as stated in Annexure-I of  
the tender.

I further affirm that I have read and fully understood the tender notice and agree to  
abide by all the terms and conditions and laid therein, which are being signed in token of my  
acceptance. In case, I fail to abide by the terms and conditions (Annexure-I) or fail to fulfil any  
technical specifications (Annexure-II) or fail to submit the bidding sheet (Annexure-III) as prescribed,  
to carry on the contract satisfactorily, I will be liable to be terminated from contract/supply.

Enclosure:

1. Statement of quoted value of contract.
2. Terms and conditions duly signed.
3. Copy of Trade License.
4. Copy of PAN Card
5. Copy of GST Registration certificate.
6. Bidding Sheet.

**Dated:**

**Signature** \_\_\_\_\_

**Name of Tenderer** \_\_\_\_\_

**M/s** \_\_\_\_\_



## Annexure-V

326

### **GENERAL TERMS & CONDITIONS FOR SUPPLY OF PHOTOCOPIER MACHINES:-**

1. Bidders should have earlier experience of providing Photocopier machines in any office either Central Govt. or State Govt. or Govt. undertaking etc. especially in Kolkata based offices. Proof should be attached.
2. All the intending bidders should possess expertise and capability of rendering post installation services (if any) satisfactorily in respect of Photocopier machines.
3. The bidder should have valid Trade license, GST and PAN. Copy of all documents should be enclosed.
4. Intending firms may also furnish additional information (with supporting accredited certificate/document from respective authority or organization) which they deem essential to establish their expertise and capabilities to successfully complete the envisaged works/s.
5. **All the intending vendors should quote their rates in the Bidding Sheet for Photocopier Machines enclosed herewith as Annexure-VI and not elsewhere.**
6. In **Table-A of the bidding sheet** the vendor has to mention Brand Name, Model Number, rate per unit of Photocopier machine and Total rate of 05 photocopier machine in Row (i) which it intends to supply and Installation Charges, Delivery Charges or any other charges (if any) in Row (ii),(iii) and (iv), respectively. The total of row (i) to (iv) will be identified as **Total Procurement Cost [Row V]**
7. In **Table-B of the bidding sheet**, the vendor has to mention buy-back value of each photocopier machine and total buy back value of all 05(five) photocopier machines.
8. In **Table-C of Bidding sheet** the vendor has to mention the **Net Procurement cost of 05(five) photocopier machines**, which would arrive through the calculation viz. **Total of Table A (minus) Total of Table B (i.e. Total Procurement cost of 05 New Photocopier Machines (less) Total Buyback value of 05 Old Photocopier Machine)**. **The rate quoted least in total of Table C will be in general considered as lowest bid.**
9. **Unit rates /Total rates of all goods and services should be inclusive GST.**
10. Bidders are requested to visit the office to see the old photocopier machines (as stated in Table B of Bidding Sheet and also in the later part of this annexure) which are to be Bought back in order to quote buyback rate properly.
11. The model number or series number of Photocopier machines once mentioned in the bidding sheet, cannot be changed till supply of all Photocopier machines. Therefore, model number and series number of Photocopier machines along with brand name should be carefully mentioned in the bidding sheet.
12. Quoted rate for supply and installation of Photocopiers machine should have the validity period till the completion of the supply order.
13. **Supply and Installation of all Photocopier Machines should be completed within 10(ten) days from the date of placement of work order to the successful bidder. If the supply and installation is not made within 10(ten) days, penalty value of 0.5% on total order value for per days delayed will be charged and deducted from total work order.**
14. Payment will be made only after successful supplying of Photocopier machines as well as its corresponding installation satisfactorily.
15. The vendor shall not assign or sub-contract any portion of the contract in any circumstances.

- 325
16. Replacement of broken/damaged/unserviceable parts with new spares during the period of installation to be made without any extra cost. Any claim in this regard will not be entertained.
17. In respect of all the participant bidders, it will be understood that they have tendered their bids having being fully agreed upon with the aforesaid clauses.
18. The period of validity of the quoted rate should be for a minimum period of **60 days** from the date of closing of quotation.
19. This office exclusively reserves the right to reject/cancel any or all the tenderers any time at its discretion.
20. The competent authority of O/o the Director General of Audit, Central, Kolkata reserve all rights to reject any bids including of those bidders who fail to comply with instruction without assigning any reason whatsoever and does not bind itself to accept the LOWEST or any specific bids.
21. **Location of Supply:** All the items will have to be supplied in the premises of the Office of the Director General of Audit, Central, Govt. Of India Press Building, 8, Kiran Shankar Ray Road, Kolkata-700001 and its Resident Audit Offices as per the terms and conditions given herein.
22. **Terms of Payment:** 100% payment will only be released after the new photocopier machines are delivered, installed and put into use and the photocopier machines ought to be bought back are taken away by the L1 bidder from respective locations as mentioned hereunder.
23. **Details of the Machines to be bought back:-**

Sl. No.	MAKE & MODEL	MACHINE SERIAL NO.	INSTALLATION ADDRESS
1	XEROX MFD B1022	3435366421	ITA section, 8 K.S.Roy Road, 1 <sup>st</sup> floor
2	XEROX MFD B1022	3435366790	Entt. Section, 8 K.S.Roy Road, 1 <sup>st</sup> floor
3	XEROX MFD B1022	3435367606	Record-I, 8 K.S.Roy Road, 1 <sup>st</sup> floor
4	XEROX MFD B1022	3435370178	CRAD, Customs House
5	XEROX MFD B1022	3435367312	ITRA section, 8 K.S.Roy Road, 2 <sup>nd</sup> floor

24. **The machines ought to be bought back are compulsorily to be taken away by the vendor within 03 days after delivery and installation of the new photocopier machines.**
25. All disputes and differences arising out or in connection with this tender/contract shall be subject to the exclusive jurisdiction of courts at Kolkata.

  
Senior Audit Officer/Record

## Annexure-VI

### Technical Specifications of Photocopier Machines

#### (I) SYSTEM SPECIFICATIONS

1	System speed A4	Minimum 20 ppm
2	1 <sup>st</sup> page out time A4	6.5 sec. approx.
3	Warm-up time	Approx. 15 sec.
4	Imaging technology	Laser
5	Toner Technology	HD polymerised toner
6	Panel size/resolution	Upto 5 line LCD / 128 x 64(approx)
7	System memory	Upto 256 MB (standard/max)
8	Automatic document feeder (optional)	Up to 130 originals
9	Printable paper size	A5-A3; customized paper sizes
10	Paper input capacity	350 sheets / 1,350 sheets (standard/max)
11	Paper tray input (standard)	1x250; A5-A3; sheets; custom sizes;
12	Paper tray input (optional)	1x250; B5-A3; custom sizes;
13	Manual bypass	100 sheets; A5-A3; sheets; custom sizes;
14	Automatic duplexing	A5-A3;
15	Output capacity	Up to 250 sheets
16	Power consumption	Should be around 220-240 V / 50/60 Hz; Less than 1.30 kW
17	System dimension (W x D x H)	Near to 607 x 570 x 458 mm

#### (II) PRINTER SPECIFICATION

18	Print resolution	Should be approx. 600 x 600 dpi
19	Operating systems	Should be compatible with Windows 7 (Windows 10 (32/64); Windows Server 2008 Windows Server 2012; Windows Server 2016; Windows Server 2019; Linux

#### (III) SCANNER SPECIFICATIONS

20	Scan speed	Up to 55/20 ipm in simplex (mono/colour)
21	Scan resolution	Up to 600 x 600 dpi
22	File formats	JPEG; TIFF; PDF

#### (IV) COPIER SPECIFICATIONS

23	Copy resolution	Around 600 x 600 dpi
24	Gradation	Minimum 256 gradations
25	Multicopy	1-999
26	Original format	Max. A3
27	Magnification	25- 400% in 0.1% steps; Auto - zooming

#### (V) MULTIFUNCTION MODES

28	Copier	Required
29	Network Printer	Required
30	Printer	Required
31	Fax	Required
32	Scanner	Required. Further the machine should be enabled with Duplex scanning and colour scanning.
33	Multi ID Copy Function	Required

34	Intuitive Layout and Large Buttons	Required. The machine should be enabled with one touch hard key to save overall operational time
35	Backlit LCD Screen	Required
36	Print pages	Booklet Printing required, Multiple pages printing into one sheet with N-up print and Collating 2 to 4 Pages in One required.
37	Duplex print/copy	The machine should be enabled with Auto Duplex Unit which will enable Duplex Print and Duplex copy. The machine should be enabled with Multiple ID Copy function and can scan multiple small documents at once.
38	Mobile Connectivity	Should be enabled to print directly from Android and IOS Devices.

**(VI) SECURITY FEATURES**

39	Watermark Feature enabled	Required
40	Password enabled	Required. Default system should be inbuilt to use password for locking the machine with key input from 0-9.

  
Senior Audit Officer/Record

**Bidding sheet for procurement of Multifunctional Copier Machines**

**Table :A**

Sl No.	Type of Machine	Specification of Machine	Brand	Model No./Series No. of the product	Rate (per unit) (in ₹) (incl. GST)	Number of Photocopier machines to be procured	Total Amount (in ₹) (Number of Machines*Unit rate)
1.	Photocopier Machine					05	
2.	Total cost for procurement of 05 nos. of Photocopier Machines(in ₹) [Total of Row 1 to be placed here]						
3.	Total cost of Installation charges for 05 nos. of Photocopier Machines (if any) (in ₹)						
4.	Carriage Cost (if any) (in ₹)						
5.	Miscellaneous Charges (if any) (in ₹)						
<b>6.</b>	<b>Total Procurement Expenditure (cumulative value from Row 2 to Row 5)</b>						

**Table: B**

**Buyback Value of Old Photocopier Machine**

Sl. No.	MAKE & MODEL	MACHINE SERIAL NO.	INSTALLATION ADDRESS	BUYBACK VALUE(in ₹)
1	XEROX MFD B1022	3435366421	ITA section 8 K.S.Roy Road, 1 <sup>st</sup> floor	
2	XEROX MFD B1022	3435366790	Entt. Section 8 K.S.Roy Road, 1 <sup>st</sup> floor	
3	XEROX MFD B1022	3435367606	Record-I 8 K.S.Roy Road, 1 <sup>st</sup> floor	
4	XEROX MFD B1022	3435370178	CRAD, Customs House	
5	XEROX MFD B1022	3435367312	ITRA section 8 K.S.Roy Road, 2 <sup>nd</sup> floor	
<b>6</b>	<b>Total Buy Back Value of 05 Photocopier Machines (Cumulative value from Row 1 to Row 5)</b>			

324

Table :C

**Net Procurement Cost :-**

Sl No.	Description of Items	Amount (in ₹) (incl. GST)
01.	Total Procurement Expenditure (cumulative value from Row 2 to Row 5 of Table A)	
02.	<i>Less:</i> Total Buy Back Value of 05 Photocopier Machines (Cumulative value from Row 1 to Row 5)	
03.	<b><i>Net Procurement cost of 05 Photocopier Machines</i></b>	

Comments of vendor (if any) :

Date:

Place:

Signature of the Bidder with seal

**Annexure-VIII**

**Tender Certificate**

3/20

To  
The Deputy Director (Admin.)  
O/o The DGA (C), Kolkata  
Govt. Of India Press Building (East Wing),  
8, Kiran Sankar Roy Road  
Kolkata-700001

Sir/Madam,

With reference to your tender Notice No. \_\_\_\_\_  
dated \_\_\_\_\_ I am to submit my tender for Supply of 5 no. of Photocopier  
machine on Buy back offer on 05 no. of old photocopier machines as stated in Annexure-V of the  
tender.

I further affirm that I have read and fully understood the tender notice and agree to  
abide by all the terms and conditions and lay therein, which are being signed in token of my  
acceptance. In case, I fail to abide by the terms and conditions (Annexure-V) or fail to fulfil any  
technical specifications (Annexure-VI) or fail to submit the bidding sheet (Annexure-VII) as prescribed,  
to carry on the contract satisfactorily, I will be liable to be terminated from contract/supply.

Enclosure:

1. Statement of quoted value of contract.
2. Terms and conditions duly signed.
3. Copy of Trade License.
4. Copy of PAN Card
5. Copy of GST Registration certificate.
6. Bidding Sheet.

Dated:

Signature \_\_\_\_\_

Name of Tenderer \_\_\_\_\_

M/s \_\_\_\_\_