

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

**(FOR OPERATION & ANNUAL MAINTENANCE CONTRACT OF WATER SOFTENERS AT NIT
ANDHRA PRADESH, TADEPALLIGUDEM)**



National Institute of Technology- Andhra Pradesh,

Beside Chennai - Srikakulam Highway,
Kadakatla, Tadepalligudem, West Godavari District,
Andhra Pradesh-534101.

www.nitandhra.ac.in/main/tender

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CONTENTS:

| DESCRIPTION | PAGE NO. |
|--|-----------------|
| TENDER NOTICE | 3 |
| TIME SCHEDULE | 4 |
| BID | 6 |
| STATEMENT RELATED TO BIDS | 7 |
| TENDER SCHEDULE | 8 |
| SCOPE OF WORK | 8 |
| ELIGIBILITY CRITERIA | 11 |
| METHOD OF SUBMISSION OF BIDS | 13 |
| EVALUATION PROCEDURE | 14 |
| PAYMENT | 15 |
| CHECKLIST FOR TECHNICAL BID (ANNEXURE-I) | 17 |
| DECLARATION (ANNEXURE-II) | 18 |
| FINANCIAL BID (ANNEXURE-III) | 19 |

TENDER NOTICE



NIT Andhra Pradesh, Tadepalligudem

File No: NITANP/SMMMD/TENDER/2022-23/29

Date: 09.11.2022

Box Tenders/Open Tenders are hereby invited from reputed Registered Firms /Agencies/Contractors/Suppliers for providing the following services at NIT-Andhra Pradesh, Tadepalligudem, West Godavari district.

“FOR OPERATION & ANNUAL MAINTENANCE CONTRACT OF WATER SOFTENERS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.”

Tender Schedules can be downloaded from NIT Andhra Pradesh website from **09.11.2022** onwards. Bidders need to submit a hard copy with relevant documents attested by a gazetted officer.

The last date for submission of tenders is 30.11.2022 up to 03:00PM

For further details regarding Tender notification & specifications, please visit www.nitandhra.ac.in

Date: 09.11.2022

**NIT Andhra Pradesh,
Tadepalligudem.**

TIME SCHEDULE OF VARIOUS TENDER-RELATED EVENTS

“FOR OPERATION & ANNUAL MAINTENANCE CONTRACT OF WATER SOFTENERS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.”

| | |
|--|---|
| Bid Document downloading Start date/ Time | 09.11.2022 from 3:00 PM |
| Bid Document downloading End Date / Time | 29.11.2022 up to 5:00 PM |
| Pre-Bid meeting | 17.11.2022 at 03:30 PM |
| Last Date and Time for receipt of Bids | 30.11.2022 up to 03:00 PM |
| Technical Bid Opening Date /Time | 30.11.2022 at 03:30 PM |
| Financial Bid Opening Date / Time | Will be intimated later |
| Contact Person | The Executive Engineer, NIT Andhra Pradesh, Tadepalligudem. Email: ee@nitandhra.ac.in |
| Reference No: | File No: NITANP/SMMMD/TENDER/2022-23/29 Date: 09.11.2022 |

Signature of the Bidder with stamp

CLARIFICATIONS

Queries, if any, can be made through e-mail only to ee@nitandhra.ac.in and CC to purchase@nitandhra.ac.in on or before 17.11.2022. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

| S. No. | Page No. (Tender Ref.) | Clause (Tender Ref.) | Description (Tender Ref.) | Query |
|--------|---------------------------|-------------------------|------------------------------|-------|
| | | | | |

If there is any addendum/corrigendum related to tenders, it shall only be published on NIT-Andhra Pradesh website (www.nitandhra.ac.in and CPP portal <https://eprocure.gov.in>). The Bidders are advised to check NIT Andhra Pradesh website regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

The Technical bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of financial bid only shall be considered.

**Associate Dean, SMMD
NIT-ANDHRA PRADESH**

BID

File No: NITANP/SMMD/TENDER/2022-23/29

Date: 09.11.2022

Subject: FOR OPERATION & ANNUAL MAINTENANCE CONTRACT OF WATER SOFTENERS AT NIT ANDHRA PRADESH, TADEPALLIGUDEM.

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed registered Firms/Agencies/Contractors/Suppliers from the experienced premises of water softener services. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh website.

The attested copies of all the documents of technical bid, signed undertaking of Bidder should be submitted offline mode only to the Director, NIT Andhra Pradesh, Tadepalligudem, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non-refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favor of the Director, NIT Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, **to be paid in the form of BG as mentioned in the Tender Schedule.**

NIT Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or undependable suppliers, whose past performance with NIT-Andhra Pradesh was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of sub-standard quality/poor services, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

STATEMENT RELATED TO BIDS

| | |
|--|---|
| Bid Document Fee/ Tender Processing Fee (Non-refundable) | Rs. 5,000/- by way of DD from any Scheduled banks drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. |
| EMD | Rs. 50,000/- by way of DD from any Scheduled banks drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. |
| Bid Validity Period | 90 days from the date of opening of financial bid |
| EMD Validity Period | 90 days from the date of opening of financial bid |
| Contract Agreement | Two years from the date of giving work order |
| Period of furnishing Performance Guarantee | Within 7days from date of receipt of LOA |
| Performance Guarantee Value | 05 to 10% of contract value as approved by competent authority |
| Performance Guarantee Validity Period | 26 months from the date of commencement of services |
| Period for signing the order of acceptance | Within 14 days from date of receipt of LOA |

TENDER SCHEDULE

PREMEABLE:

National Institute of Technology, Andhra Pradesh is the 31st NIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

Sealed tenders are invited under two bid system i.e., technical bid and financial bid from reputed a firm/ Proprietor/ company/ Patent for Operation & Annual Maintenance Contract of Water Softeners at NIT-Andhra Pradesh, Tadepalligudem.

SCOPE OF WORK:

Details of Water Softeners:

| S.No. | Description of Item | Quantity | Capacity |
|-------|---------------------|----------|----------|
| 1 | Water Softener | 1 | 150 KLD |
| 2 | | 1 | 75 KLD |
| 3 | | 3 | 100 KLD |

1. Daily operation & routine maintenance of Softener plants for two shifts i.e. designed for 8 hours daily of the treated water at less than 10 ppm hardness.
 - a. To prepare salt solution & regeneration of softener bed as and when required.
 - b. Back wash on daily basis.
2. The following parts/chemicals are to be supplied by Service Provider as part of the O&M Contract
 - a) NaCl (approximately quantity 15000kg/month)
3. The following parts as and when required are to be replaced by Service Provider (at least once in the contract period) at their own cost: -
 - a) Resin as and when required.
 - b) Filter Media as and when required.
4. Any item replaced or maintained as per Clause 2 & 3 must be entered in Log Books.
5. 5 HP mono block 10 Nos and water float valves 10 Nos. Maintenance shall be in the scope of bidder.

| Manpower Deployment in the Operation and Annual Maintenance Contract of Water Softeners | | |
|--|-----------------------------|----------------|
| S.No | Qualification Required | No. of Persons |
| 1 | ITI Electrical/ Plumbing | 04 |

General Terms & Conditions of Contract:

1. The staff of the agency has to be technically qualified, courteous and maintain good behavior while on site with NIT Andhra authorities. Any person found discourteous or misbehaving shall have to be replaced within 24 hours.
2. A qualified Engineer/technician of the agency shall Quarterly visit, and inspect for operational maintenance of Softener Plants along with routine maintenance.
3. The Service Provider shall submit a true statement of the following details of the preceding month by 1st week of every month to the Estate Officer of NIT Andhra.
Daily Laboratory Test Report of TDS Level, pH value.
4. In case of any mishap/accident, any compensation claims arising out of such accident shall be made by the Service Provider in accordance, with the law which is in force to each or every one of the affected persons or their legal heirs depending upon the merits of each individual case. All liabilities, arising out of any legal dispute, accidents, breakdown etc. shall be borne/paid by the Service Provider. He would also indemnify the Institute for any loss, damage of property or life arising out of negligence of services provided to the Institute for Operation & Maintenance of the Water Softening Plant. The Service Provider will be fully responsible to pay compensation/medical care to any of the staff.
5. For Performance of the Water Softening Plant, all instructions will be issued in writing by Estate Officer of NIT Andhra to the Service Provider for which proper accounting has to be kept. All dismantled/worn out materials will be returned to NIT Andhra. However, all materials like measuring instruments etc. will be provided by the Service Provider as required.
6. The Service provider shall look after day-to-day maintenance such as stopping the leakages in the air flow as well as in the water lines, oiling and greasing of the various rotating units.
7. The persons deployed will record all breakdowns, readings in logbook and arrange to attend the breakdowns promptly.
8. All tools tackle etc. required for smooth running/maintenance of the plant should be arranged by the Service Provider at their own cost.
9. NIT Andhra will give free electricity.
10. Service Provider shall ensure that Water Softening Plant shall remain in good condition.
11. NIT Andhra will not be responsible for any accident, death or injury to your employees which would arise during the course of their duty nor shall be responsible or be liable to pay damage or compensation to such persons. The agency/Service Provider should at all times indemnify and keep us indemnified against all claims which may be made under Workmen Compensation Act, 1923 or

any statutory modifications thereof or otherwise for or in respect of any damages or compensation payable in consequence of any accident or injury sustained by any workman or other person whose entry into our premises has been authorized by Service Provider.

12.If any damage to any other person(s) at the premises or buildings of NIT Andhra, is attributable to the Service Provider, such damages should be made good by the Service Provider. The Service Provider shall be responsible for any insurance coverage of their employees.

13.The Service Provider shall be responsible for the proper conduct of his staff & their police verification. Any misconduct by the Service Provider's staff shall not be tolerated and appropriate action shall be taken by NIT Andhra.

14.The Service Provider shall not sub-contract/transfer or assign the contract to a third party.

15.The Service Provider must ensure that the deployed personnel are not under the influence of alcohol or other intoxicants while performing their duties for the Institute. Smoking is also not permitted while on duty.

ELIGIBILITY CRITERIA:

1. Bidder must be a proprietor/firm/company.
2. The bidder should have valid GST Certificate.
3. The average Annual turnover of FY. 2018-19,2019-20 & 2020-21 should be at least **10 lakhs** issued by CA with UDIN Number.
4. The bidder should submit income tax returns for the concerned years i.e., AY 2020-21 & 2021-22.
5. Bidder must have successfully completed the works pertaining to Water Softeners with the conditions and value of work/purchase orders defined as under during the period of 01-10-2019 to 30-09-2022.
 - One work of Water Softeners Operation & Annual Maintenance Contract costing not less than the amount equal to Rs.19,00,000/- (Rupees Nineteen Lakhs only).

OR

 - Two works of Water Softeners & Annual Maintenance Contract costing not less than the amount equal to Rs.12,00,000/- (Rupees Twelve Lakhs only).

OR

 - Three works of Water softeners Operation & Annual Maintenance Contract costing not less than the amount equal to Rs. 9,60,000/- (Rupees Nine Lakhs Sixty Thousand only).
6. All the payments received against the claim of Work / purchase Orders at Clauses (5) above should reflect in Form 26AS at later date. Else the Work/Purchase Order is treated as invalid.
7. The bidder must have valid PAN Card and the same should reflect in all financial statements.
8. Each page of the tender document along with all other submitted documents must be duly signed by Authorized signatory with Bidder's signature and seal.

Name and Signature of bidder with seal

PERIOD OF CONTRACT:

The contract shall be initially for a period of **Two years**, subject to satisfactory performance of services and compliance with all terms and conditions of the agreement. The contract is extendable by one more year based on satisfactory performance and as per the norms of the Government of India. The Competent Authority may allot the contract in full or a part of such contract to the next firm(s) out of the panel available with it at any time in the event of non-compliance or breach of any terms and conditions of this contract by the awarded Bidder or otherwise, if it is deemed fit to do so in the interest of the Institution, in order to ensure effective supply/supervision of these services by more than one Bidder even after the award of contract.

If the Successful Bidder has an existing contract with NIT Andhra Pradesh, for Operation & Maintenance of Water Softeners, it shall stand automatically terminated and the new contract will commence.

Signature of the Bidder with stamp

METHOD OF SUBMISSION OF BIDS:

1. The bid documents can be downloaded from the Institute website <http://www.nitandhra.ac.in/main/tender> , and CPP Portal <https://eprocure.gov.in>
The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e.: (a) Part-I Technical bid, (b) Part-II Financial bid two separate sealed covers should be specifically super-scribed as (a) “Technical bid for Operation & Annual Maintenance Contract of Water Softeners at NIT-Andhra Pradesh, Tadepalligudem” and (b) “Financial bid for Operation & Annual Maintenance Contract of Water Softeners at NIT-Andhra Pradesh, Tadepalligudem”. Both the sealed envelopes (a) and (b) are to be kept in another Master envelope, which should also be sealed and submitted.
2. The Master envelope should be super-scribed with **“Tender for Operation & Annual Maintenance Contract of Water Softeners at NIT-Andhra Pradesh, Tadepalligudem”** and shall be addressed to The Tender Box, C/o Director, National Institute of Technology Andhra Pradesh, Beside Chennai - Srikakulam Highway, Near Kondrupolu, Tadepalligudem, West Godavari District, Andhra Pradesh-534101.
3. **Last date for submission of bid documents is 30.11.2022 up to 03:00 PM.**
4. Bids received after the due date and time shall be summarily rejected.
5. Incomplete bids or bids not submitted in prescribed format are liable for rejection.
6. Institute will not be responsible for postal delay.

EVALUATION PROCEDURE:

1. At the first stage, the Technical Bids shall be opened in the presence of Bidders, who may like to be present on **30.11.2022 at 03.30 PM.** in **Material Management & Disposal Section** of NIT Andhra Pradesh, Tadepalligudem.
2. IPC would evaluate the technical bids submitted by the Bidders.
3. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
4. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
5. Only those Bidders whose technical bids have been found to be substantially responsive would be evaluated.
6. The Financial bids of those Bidders only shall be opened who qualified in the Technical Evaluation. The Institute will award the contract to the Successful Bidder, whose financial bid is the lowest price bid among all the quoted bids. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard.
7. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited.
8. The tender is not transferable under any circumstances.

Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, director indirect shall lead to disqualification of the Bidder.
9. Institute reserves the right to reject any or all the tenders at any stage or accept them in part or reject the lowest tender without assigning any reason thereof and the decision of the Institute in this respect shall be final.
10. The Institute reserves the right to cancel the tender process at any stage without assigning any reason.

Name and Signature of a contractor with seal

PAYMENT:

The **Payment** will be made every month by the 10th of proceeding month after submission of the bills in duplicate in the last working day of previous month with the attendance reports, certificates of Water Quality test in Monthly & daily wise job chart of outsourced manpower and upon proof of payment made towards all applicable statutory bodies.

RESOLUTION OF DISPUTES:

In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, NIT Andhra Pradesh, Tadepalligudem, or any other officer nominated by the Director, NIT Andhra Pradesh, Tadepalligudem, for arbitration whose decision shall be final and binding on both the parties. The Agency agrees that the arbitrator could be an employee of the Institute and shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the Arbitration Act 1996.

TERMINATION OF THE CONTRACT:

The contract may be terminated in any of the following contingencies: -

- a. On giving three months' notice by the Agency **OR**
- b. On the expiry of the contract, without any notice **OR**
- c. On giving one month notice by the Institute, at any time during the tenancy of contract, in case the services rendered by the Agency are not found satisfactory and in conformity with the terms and conditions of the contract and the standard prescribed for this services **OR**
- d. On Agency being declared insolvent by the competent Court of Law, without any notice **OR**
- e. On assigning of the contract or any part thereof or any benefit or interest therein or there under by the Agency to any third party or for sub-letting the whole or a part of the contract to any third party, without any notice.

Provided that, during the notice period for termination of the contract, in the situation contemplated above, the Agency shall keep on discharging his duties as before till the expiry of notice period.

In case of termination of contract on the grounds mentioned at **Sr. No (c)** above OR in case the Agency decides to conclude the contract before the expiry of 24months contract period without giving three months' notice as mentioned at **Sr. No (a)** above, the Agency shall forfeit the Performance guarantee held with the Institute and the Agency shall not have any claim/right against the Institute in satisfaction of this condition.

PENALTY:

- (a) Any serious lapse/complaints/breakdown/Fault in any equipment (or) in the process of operation, the firm has to attend the fault with in 24hrs of reporting on phone/fax/email etc., failing which will invite a penalty of Rs.5000/- per day of each day of delay.
- (b) In case if the contractor fails to meet specified parameters of the quality of the treated water, the contractor shall pay to the NIT-Andhra Pradesh liquidated damages amounting to Rs.2000/- per each parameter as mentioned in Scope of work, over and above the costs and compensation that might be required by the NIT-Andhra Pradesh to pay to the affected people and parties, if any.
- (c) If a contractor secures a penalty, 6 times during the contract shall be liable to be cancelled and the firm will be put in to the black list.

COMMENCEMENT OF WORK:

The Successful Bidder should start the work with effect from the date of commencement of Agreement by mutual consent. In case, it is found that the work has not been taken up from the date of commencement of Agreement, the NIT Andhra Pradesh, Tadepalligudem, at its sole discretion may cancel the work order and the Performance guarantee shall be forfeited without any further reference to the Bidder. Further, the work order will be awarded to next least quoted bidder with the same terms and conditions.

DISCLAIMER:

Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.

NIT-Andhra Pradesh nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the NIT-Andhra Pradesh to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

The Director, NIT-Andhra Pradesh reserves the right to change any or all of the provisions of this request for Proposal. Such changes would be intimated to all parties procuring this request for Proposal.

The Director, NIT-Andhra Pradesh reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

JURISDICTION:

The Court of Tadepalligudem alone will have jurisdiction to try any matter/dispute or reference between the parties arising out of this agreement/contract

Signature of the Bidder with stamp

Annexure-I

PART-A. CHECKLIST FOR TECHNICAL BID

All the commercial conditions shall also be indicated in this part. Deviations, if any, to our specifications shall be brought out very clearly. Bidders shall mention point-wise confirmation with regard to technical specifications given in our Enquiry.

| S. No | Particulars | Yes | No |
|--------------|--|------------|-----------|
| 1 | Copy of original tender draft downloaded from the NIT Andhra Pradesh website. | | |
| 2 | In the form of Demand Draft from Scheduled Bank towards Tender Processing Fee | | |
| 3 | Crossed Demand Draft from Scheduled Bank towards EMD | | |
| 4 | Copy of firm registration | | |
| 5 | Copy of GST registration | | |
| 6 | Copy of PAN card | | |
| 7 | Copy of relevant work order(s) | | |
| 8 | Copy of Work satisfactory certificate(s) | | |
| 9 | Copy of Financial turnover certificate issued from Chartered Accountant with UDIN on his letterhead. | | |
| 10 | Copies of Income Tax Saral form>Returns along with Audited financial statements, Profit and Loss Account, Balance sheets, Form 26AS and 3CA&3CB for last 3 years subjected to financial statement submitted to firm/proprietary/company. | | |
| 11 | Declaration in the format given by the Institute | | |
| 12 | Financial bid cover | | |

Enclose all certificates in support of the above statements.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company

Seal

DECLARATION

(To be provided on letter head of the Bidder and submit along with technical bid)

I / We _____ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with File **No NITANP/SMMMD/TENDER/2022-23/29**
Date: 09.11.2022 “For Operation & Annual Maintenance Contract of Water Softeners at NIT
Andhra Pradesh, Tadepalligudem”, are acceptable to us.

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No.

Company

Seal:

PART-B. FINANCIAL BID (On Firm Letterhead)

**For Operation & Annual Maintenance Contract of Water Softeners at NIT-Andhra Pradesh,
Tadepalligudem.**

File No: NITANP/SMMMD/TENDER/2022-23/29

Date: 09.11.2022

| Sl. No. | Description | Amount to be quoted per month (₹) |
|----------------|---|--|
| 1 | For Operation & Annual Maintenance of Five Water Softeners at NIT-Andhra Pradesh, Tadepalligudem. (75 KLD -1 No., 100 KLD -3 No.s & 150 KLD – 1 No.) | |

Offered Price (in words): Rupees _____ Per month only. **(Inclusive of all taxes)**

NOTE:

1. The Firm/Bidder/Contractor who has quoted the lowest price in Financial Bid per Annual Maintenance Contract among all the bidders will be considered as L1.
2. Rate quoted should be inclusive of GST and any other statutory Central/State Govt. taxes.
3. Rate quoted should be valid for two years from the date of signing of the agreement. Rate/ price should remain fixed during the entire period of the contract.
4. No claim for compensation or loss due to fluctuations in the market rate of any item or any other reasons/ causes will be entertained.
5. There should be no discrepancy between the rate quoted in words and in figures. If it occurs, the quotation will be summarily rejected.
6. In case of a further tie, the contract will be awarded to the firm that has the highest Average Annual turnover for the last three years.

Signature of the Authorized Signatory

Name:

Designation:

Address:

Tel./Mobile No.:

E-mail ID:

Date:

Seal of the Firm: