

TENDER DOCUMENT FOR LAUNDRY SERVICES

SHRI LAL BAHADHUR SHASTRI NATIONAL SANSKRIT  
UNIVERSITY, B-4, QUTAB INSTITUTIONAL AREA  
NEW-DELHI – 110016

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## Notice Inviting Tender

TENDER NO. SLBSNSU/01/2020-21/...572

DATE- 01/12/2020

Shri Lal Bahadur Shastri National Sanskrit University invites offline Tenders from the reputed, experienced and financially sound Launderers & Dry Cleaners service providers for Laundry / Ironing / Dry Cleaning Services for Linen, Blankets, Curtains, Rajai Covers, Pillow Covers, Towels, and Door Mats etc. at Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New - Delhi – 110016.

Details of tenders are as under:

1.	Name of Work	Laundry / Ironing / Dry Cleaning Services for Linen, Blankets, Curtains, Rajai Covers, Pillow Covers, Towels, Door Mats etc. at Guest House, Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New-Delhi.
2.	Earnest Money Deposit	Rs.5,000/-(Rupees Five Thousand only) by crossed Bank Draft / Banker's Cheque drawn in favour of Registrar, Shri Lal Bahadur Shastri National Sanskrit University (to be enclosed in sealed envelope as a part of Technical Bid).
3.	Cost of Tender Documents	A non-refundable amount of Rs. 1000/- (Rupees One Thousand only) in form of DD/Banker's Cheque in favour of Registrar, Shri Lal Bhadur Shastri National Sanskrit University Payable at New-Delhi (to be enclosed in sealed envelope as a part of Technical Bid).
5	Last date and time of receipt of Tenders	22/12/2020 upto 3.00 p.m. Tender documents will be available from 01.12.2020 to 22.12.2020.
6	Address at which the Tenders are to be submitted in physical form duly signed and stamp at each page.	<u>Technical Bid:</u> In hard copy at Shri Lal Bhadur Shastri National Sanskrit University., New Delhi- 110016 <u>Financial/Price Bid:</u> In hard copy in separate sealed envelope as a part of Financial/Price Bid.
7	Offline Submission of tender	The interested firms may send their request in a sealed envelope with technical & financial bid in sealed cover along with the below mentioned requirements at Room No. 03, (Committee Room) SLBSNSU, New Delhi by 03:00 P.M. on 22/12/2020. The bidder must quote the name of the firm/individual and its contact numbers on sealed cover super scribing "Tender for Laundry Services". Tenders received after the closing date and

11/12/20

Signature



		time will not be accepted under any circumstances. The sealed bids will be opened by the Tender Evaluation Committee of the University and examined.
8	Date and time of opening of Tenders (Technical & Price Bid)	22/12/2020 at 3.30 p.m. Technical Bid: In hard copy. Price Bid: Offline
9	Place of opening Tenders	Committee Room, Shri Lal Bahadur Shastri National Sanskrit University, New Delhi- 110016
10	Penalty	As per Tender Clause
11	Validity of Offer	90 days from the date of opening the Tenders
12	Commencement of work	within 30 days on the issuance of work order
13	Corrigendum (if any):	Will be published on SLBSNSU Website <a href="http://www.slbsrsv.ac.in">www.slbsrsv.ac.in</a>
14	Availability of Tender Document	Tender documents to be downloaded from the SLBSNSU website under Homepage (Tender) from 01.12.2020 to 22.12.2020 (upto 03:00 P.M).
15	For Tender related queries & Contact Person	Name: Smt. Lalita Kumari Telephone No.011-46060582 E-mail : <a href="mailto:lalita@slbsrsv.ac.in">lalita@slbsrsv.ac.in</a>

**Mode of Submission** : The tender shall be submitted offline mode i.e. two cover system in accordance with the procedure detailed herein below. Specified documents shall be sealed in envelopes of appropriate size each of which shall be sealed.

- (1) First Envelope marked Cover 1 shall contain Earnest Money Deposit and Cost of Tender Document along with Complete Tender document duly signed and stamped at each page.
- (2) Second Envelope marked Cover 2 shall contain only the duly signed and stamped financial/priced Bill of Quantities.
- (3) Envelope marked Cover 3 shall be of adequate size and shall contain envelopes marked Covers 1 & 2 and shall be properly sealed. This envelope shall be endorsed on the outside face as under:

“Laundry / Ironing / Dry Cleaning Services for Linen, Blankets, Curtains, Rajai Covers, Pillow Covers, Towels, Door Mats etc. at Guest House, Shri Lal Bahadur Shastri National Sanskrit University, New-Delhi.

The envelope marked Cover 3 containing the tender documents as per instructions mentioned above shall be submitted in the office of Registrar, Shri Lal Bhadur Shastri National Sanskrit University, NEW- DELHI 110016, ON OR BEFORE 3.00 p.m. on 22/12/2020.

Envelope marked Cover 1 containing Earnest Money Deposit and Cost of Tender Document along with Complete Tender document duly signed and stamped at each page, will be opened first, if the Earnest Money Deposit or Cost of Tender Document is not found as prescribed, the tender shall be rejected.

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

Shri Lal Bahadur Shastri National Sanskrit University, New-Delhi has the right to accept / reject any or all tenders without assigning any reasons.

Shri Lal Bahadur Shastri National Sanskrit University

SIGNATURE OF THE TENDERER PART --



**Part A**

**GENERAL INSTRUCTIONS TO TENDERERS**

- SLBSNSU requires the services of reputed, well established and financially sound Launderers / Dry Cleaners Company / Firm/ Agency (hereinafter referred to as Agency) to provide laundry services / dry cleaning services for linen, Towels, Blankets, Rajai covers, Curtains, Door mats etc. The item wise details of work are given in the financial bid. The requirement is only indicative and can change. The tenderer should have sufficient pool of men / machine to cater to the needs.
- The contract will be initially for a period of one year and shall commence from the date of signing of the agreement which may be renewed further for a period of 1+2 year, if performance found to be satisfactory. Shri Lal Bhadur Shastri National Sanskrit University, however, reserves right to terminate/curtail the contract at any time after giving 15 days' notice to the selected service providing Agency without assigning any reason.
- Location from where material is to be collected: Guest House, Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New - Delhi – 110016.
- Sealed Tender documents duly completed in all respects shall be submitted to Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New - Delhi – 110016, ON OR BEFORE 03.00 p.m. on 22/12/2020. The University will not be responsible for any postal delay/loss/non-receipt thereof. No consideration will be given to a Tenders received after the time/date specified above and such Tenders are deemed to be rejected. The Tender Documents are not transferable. Incomplete Tenders and not conforming to the requirements of the invitation for tenders are liable to be rejected. Tenders submitted by a firm shall be signed separately by proprietor, each partner thereof and in the absence of any partner, shall be signed by the Power of Attorney holder. Tender by a company shall be executed by person(s) duly authorized under the resolution of the Board of Directors of the Company.
- The offers are to be submitted in two bid system: - The qualification/technical proposal and the financial/price proposal in two separate sealed covers, distinctly marked accordingly and both the proposals then put in a third envelope and sealed duly subscribed as “Laundry / Ironing / Dry Cleaning Services for Linen, Blankets, Curtains, Rajai Covers, Pillow Covers, Towels, Door Mats etc. at “Room No 7, Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New - Delhi – 110016. ”. Technical bid & financial/price bid, if not enclosed in separate sealed covers, the tender shall be rejected.



- Qualification proposals / Technical bid will be opened at 3.30 P.M. on 22/12/2020 in Conference Room at the office of the Registrar, Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New - Delhi – 110016 in the presence of bidders or the bidders duly authorized representatives. Price bid will be opened only for technically qualified bidders. The authorized representatives should bring necessary authority letters under an official letterhead of the bidders conferring full and comprehensive authority to deal with all matters relating to the tenders.
- Price bid will be opened separately only for the technically qualified bidders. Date for opening of price bid will be advised separately to the qualified bidders only.
- In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
- In case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any parties the tender and all other related documents must be signed by all partners of the firm.
- The tenderer should also submit the following documents along with their offers in support of.

**Documents to be enclosed with Technical Bid:**

- a. Certificate of Incorporation, Articles & Memorandum of Association in case of a company/ partnership deed in case of a partnership firm.
- b. Certificate of Registration under GST Act,
- c. Certificate of Registration under Shops & Establishment Act, for Laundry/Dry cleaning services.
- d. Financial Statements (P&L and Balance Sheet) for the last three Financial Years.
- e. Income Tax Assessment copies for the last three financial years.
- f. Performance certificate from previous & present clients for last 5 years
- g. Certificate of I S O, if available
- h. Copies of contracts awarded by the Central Government/State Government/PSUs/ Bank/reputed private firms during previous years in case where such contracts have been awarded.



I. Certificate/Proof for minimum Experience of 5 years in the field of Laundry/Dry cleaning.

- The Agencies/Contractors should quote in figures as well as in words the rate, and amount Tendered by them. The amount for each item should be worked out and the requisite totals given. The rates quoted shall be all inclusive rates for the item of work described, including materials, labour, machinery, carriage & transport, supervision, overheads & profits, mobilizing, all taxes, and other charges whatsoever including any anticipated or un-anticipated difficulties etc. complete for proper execution of the work/services as per specifications and no claim whatsoever for any extra payment shall be maintainable. However, any changes in the taxing structure shall be payable extra.
- Canvassing in connection with Tenders is strictly prohibited and the Tenders submitted by the Contractors who resort to canvassing will be liable for rejection.
- All rates shall be quoted on the proper form of the Tender alone. Quoted rates and unit different from prescribed in the Tender schedule will be liable for rejection.
- All corrections such as cuttings, interpolations, omissions and over-writings shall be signed by the Tenderer.
- GST, works contract tax, or any other tax, any royalties, duties, levies, cess, entry tax, Octroi, profession tax, turnover tax, or of like on material or finished work in respect of this Contract shall be payable by the Tenderer and the Employer will not entertain any claim whatsoever in respect of the same, and nothing extra shall be paid/reimbursed for the same subsequently. However, any changes in the taxing structure shall be payable extra.
- The bidder has to sign each and every page of this tender document.
- The L-1 bidder has to sign a formal agreement on stamp paper within seven days of award of work. The format of the agreement is given in the tender document.
- On acceptance of the Tender, the name of the accredited representative(s) of the bidder, who would be responsible for taking instructions from the Employer, shall be communicated to the Employer.
- The bidders are advised to inspect and examine the location of the site from where material to be collected for laundry / dry cleaning purpose , its surroundings and satisfy themselves before submitting their Tenders as to the nature of the work and other aspects pertaining to the work, the form and nature of the site, the means of access to the site and in general shall themselves obtain all necessary information as to risks, contingencies and other



circumstances which may influence or affect their Tender. The bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The Tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the Contract documents. Submission of a Tender by a Tenderer implies that he has read this notice and all other Contract documents and has made himself aware of the scope and specifications of the work to be done & local conditions and other factors having a bearing on the execution, of the work.

- University reserves the right to accept/ reject any/all tender(s) without assigning any reason , what so ever .
- The tenderer shall quote the rates in English Language and international numerals. These rates shall be entered in figures as well as in words. In case of difference in rates between words and figures THE LESSER OF THE TWO will be treated as valid rate.
- All entries in the tender shall either be typed or be written in ink. Erasure and over writings are not permitted and may render such tenders liable to summary rejection. All cancellations and insertions shall be duly attested by the tenderer.
- The bidders must submit their official address and official e-mail ID. •Submission of documents pertaining to PAN no, GST No, Tin No, etc are mandatory, failing which the tenders are liable for rejection.
- **AUTHORISATION AND ATTESTATION:** Tenders shall be signed by persons duly authorized / empowered to do so. Certified copies of such authority and relevant documents shall be submitted along with the tenders.
- **VALIDITY OF OFFER:** The offer shall be kept open for acceptance for a period of THREE MONTHS from the date of opening of tenders. In case the University calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer which shall be binding on the bidders.
- **EXECUTION OF CONTRACT:** The successful bidder's responsibility under this Contract commences from the date of issue of the Letter of Intent/Award by SLBSNSU. The successful bidder shall be required to execute an agreement in the prescribed form, with the SLBSNSU, within the specified time after the acceptance of his tender. The expenses for completion and making required number of copies and compilation of Contract Documents



duly bound / titled and stamping / registration of the agreement with prescribed authority, if necessary, shall be borne by the bidder.

- **BANK GUARANTEE:** Upon acceptance of tender, the successful bidder must deposit the Bank Guarantee for an amount of Rs. 10,000/- (Ten Thousands Rupees Only) as a security deposit for the period of the contract within 10 days from the date of issue of Letter of Intent/Award in the form of demand draft in favor of Registrar, SLBSNSU drawn on any Nationalized/Scheduled Bank payable at New-Delhi.
- If the value of the work done at any time exceeds the accepted agreement value, the Security Deposit shall be correspondingly enhanced and the extra Security Deposit shall be immediately deposited by the Contractor or recovered from payments due to him.
- Failure to deposit the Security Deposit within the stipulated time, may lead to Cancellation of the award of work.
- SLBSNSU reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract. SLBSNSU reserves the right to set off the Security Deposit, against any claims of any other contracts with SLBSNSU.
- No interest shall be payable Security Deposit or on any moneys due to the contractor.
- **EVALUATION AND REJECTION OF TENDER AND OTHER CONDITIONS:**
  1. The acceptance of Tender will rest with SLBSNSU which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights to reject any or all of the tenders without assigning any reasons whatsoever.
  2. Conditional tenders, tenders containing absurd or unworkable rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions, specifications etc., are liable to be rejected.
  3. SLBSNSU will not be bound by any Power of Attorney granted by the tenderer or by changes in the composition of the firm made subsequent to the execution of the contract. University may, however, recognize such Power of Attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.
  4. If the bidder deliberately gives wrong information in his tender, University reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the Earnest Money/ Security Deposit/ any other moneys due.

5. The successful bidder should not sub-contract the part or complete work detailed in the tender specification without written permission of University. The tenderer is solely responsible to University for the work awarded to him.
6. NO DEVIATIONS to the tender conditions/specifications will normally be accepted. However, if the tenderer insists for certain deviations to the conditions, financial implication thereof shall be discussed in the pre bid meeting, if deviations accepted by the University, Corrigendum will be released for the same.
7. The bidders must have 24X7 complaint attending service setup. In case of any call, the same must be attended within two hours.



## **PART B**

### **TECHNICAL BID QUALIFICATION CRITERIA**

The tendering Agency must fulfill the following technical specifications/ parameters in order to be eligible for technical evaluation of the bid described in details.

- A. The Registered Office of the Agency should be located in Delhi.
- B. In case of partnership firms, a copy of the partnership agreement, or general power of Attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
- C. The Agency which has experience in carrying out laundry / dry cleaning services to reputed private companies/Public Sector Companies/Banks /Central and State Government Departments shall be preferred. In such cases, proof of Governments/ PSUs/Bank/reputed private firms during previous years, attested copies of the supply order must be enclosed.
- D. The Agency should have its own Bank Account. Certified copy of the account maintenance for minimum one year from the date of tender opening date issued by the Bank shall be enclosed. Accordingly, they should submit three years certified copy of the account maintenance from the date of Tender opening.
- E. The Agency must have its men /machinery (details of the same should be included in proforma for technical bid) for carry out the laundry works to under the tender adhering to time.
- F. SLBSNSU may depute its officials to visit the site of launderer/dry cleaner to verify the availability of machinery / men.



## TERMS AND CONDITIONS

1. The contract shall be signed within 10 days of intimation of successful bidder by Academy. The contract will be initially for a period of one year and shall commence from 'the date of signing of the agreement. If the performance/service is found satisfactory the contract may be extended for a further period of 1+2 year depending on the performance of the bidder, at same rate, terms and condition. SLBSNSU, however, reserves the right to terminate/curtail the contract at any time after giving fifteen days' notice if the selected agency is not able to fulfill its activity within a period of seven days of request of its service for laundry / dry cleaning services or for breach of security deposit requirements.
2. The selected / contracted agency shall be required to collect the linen which are being used at various rooms in guest houses / administration block of University on every alternate day and sometimes every day (if required by SLBSNSU) from the Guest House and transport it to the agency's premises for wash / dry / iron or dry clean as the case may be. The material so collected shall be returned within such time as prescribed in time frame fixed in the financial bid according to the time frame. Timings for collecting material from SLBSNSU and delivery at the same, duly completed in all manners as per "work to be done" stated in proforma for Financial Bid, will be between 8:30 am to 9:30 am.
3. The selected / contracted agency shall be liable to prepare the list of items taken for laundry / dry cleaning and recorded in the register on routine basis, to be kept at the hostel reception. The selected vendor shall prepare and submit a monthly bill to SLBSNSU which shall be based on consolidated list of items taken on daily basis.(Copy of the record register to be placed along with the bill)
4. The agency shall use high quality washing detergents, reagent, disinfectants, softener, whitening agents for maintaining softness and durability of linens being washed / dry cleaned. The agency shall use only mild scent for the clothes/ fabrics. Woolen / quilt and silk items shall only be dry cleaned.
5. If any item is delivered damaged / deteriorated / torned / lost after being washed/ dried/ treated/ ironed / dry cleaned by the agency then the material shall be rejected by the competent authority of Academy. In such cases the agency shall be liable either to replace the same with fresh ones of same brand / quality or pay for the



price of such items at relevant market price. The decision of SLBSNSU authority in this regard shall be final and binding on the agency.

6. The agency should have electro-mechanical washing and drying facility. Washing / drying by hand shall not be acceptable.
7. The agency shall be required to sign and duly authenticate all the pages in tender documents and other documents being submitted along with tender.
8. Unfavorable weather shall not be ground for any relaxation of the time frame of delivery.
9. For all purposes of the contract including arbitration there under, the address of the contractor mentioned in the Tender shall be final unless the contractor notifies a change of address by a separate letter sent by registered post which is duly acknowledged by an authority in SBICRM. The contractor shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.
10. In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by this Authority in that event and the Security Deposit shall be forfeited.
11. Risk & Cost: In case of failure of the contract to perform the contract satisfactorily, the same will be cancelled and fresh contract will be floated at the risk and cost of the default agency in addition to forfeiture of Security Deposit.
12. For delayed supply of items taken for laundry / dry cleaning / ironing the agency shall be liable to pay penalty at the rate of 1.5 % of contract subject to a maximum 5.0%. For delay to deliver the items taken for laundry / dry cleaning beyond 5 days the item will be treated as lost and the agency shall be liable to compensate SLBSNSU as per conditions mentioned in above Tender Document.



### PROFORMA FOR TECHNICAL BID

S.No	Criteria	To be filled by the Tenderer
1.	Name of Agency	
2.	Nature of the concern : (i.e. Sole Proprietor or Partnership firm Company or a Government Department or a Public Sector Organization	
3.	Full address of Reg. Office, Telephone No, Fax No, e-Mail Address.	
4.	Full address of operating /Branch office, Telephone No, Fax No, e-Mail Address, Name and contact number of key person	
5.	Banker of Agency with full address	
6.	Registration number of the Agency/firm (attach attested copy of the registration)	
7.	PAN No. (attach attested copy)	
8.	GST Number	
9.	IT Return of the Agency for the last year	
10.	Number of Laundry machines/men available with the Agency. (Attach list of machines and years in services)	
11.	Details of major contracts handled in previous three years. (Attach in Annexure – A)	
12.	Certificate of satisfactory performance from the organization to whom the service was provided. (Attach attested copies)	

Date:

Signature of authorized person

Name:

Place:

Seal:



**ANNEXURE-A**

Details of major contracts with Central Government/State Governments/PSUs/ Reputed Private Firms handled by the tendering Agency for providing hiring of laundry services during the last three years in the following format (attested copies of the last three years work award may be enclosed):

S.No	Details of Client along with address, telephone no., email and Fax numbers	Amount of Contract (Rs. Lakh per year)	Duration of Contract	
			From	To

(If the space provided is insufficient, a separate sheet may be attached)



**PRICE BID BILL OF QUANTITIES**

<b>S. No.</b>	<b>Item Description</b>	<b>Work to be done</b>	<b>Frequency of work</b>	<b>Quantities per month(Nos.)</b>	<b>Price(Rs. per unit)</b>	<b>Total price</b>
1.	Bed Sheet Single	Wash, Dry, Iron	Twice in a weak	360		
2.	Bed Sheet Double	Wash, Dry, Iron	Twice in a weak	60		
3.	Pillow Cover	Wash, Dry, Iron	Thrice in a weak	420		
4.	Bath Towel	Wash, Dry, Iron	Thrice in a weak	420		
5.	Hand Towel	Wash, Dry, Iron	Thrice in a weak	420		
6.	Window Curtains	Wash, Dry, Iron	Once in Quarter	25		
7.	Door Curtains	Wash, Dry, Iron	Once in Quarter	10		
8.	Rajai Cover (Single)	Wash, Dry, Iron	Thrice in a weak	15		
9.	Rajai Cover (Double)	Wash, Dry, Iron	Thrice in a weak	12		
10.	Blanket (Standard Size)	Wash, Dry, Iron	Once in Quarter	12		
11.	Bed Cover Single	Wash , Dry & Iron	Twice in a month	15		
12.	Bed Cover double	Wash , Dry & Iron	Twice in a month	05		
	<b>TOTAL COST</b>					

**NOTE:**

1. GST will be paid extra, as applicable.
2. Quantities mentioned in the BOQ may vary to any extent depending upon the occupancy of Guest rooms.
3. Payment to be made on actual basis after completion of every month in arrears.



## Format for submission of Tender

To

The Registrar,  
Shri Lal Bahadur Shastri National Sanskrit University,  
B-4, Qutab Institutional Area,  
New- Delhi-110016

Dear Sir/Madam,

Reg: Laundry / Ironing / Dry Cleaning Services for Linen, Blankets, Curtains, Rajai Covers, Pillow Covers, Towels, Door Mats etc. at Guest House, Shri Lal Bahadur Shastri National Sanskrit University, B-4, Qutab Institutional Area, New- Delhi-1100161.

1. I / We refer to the tender notice issued by you for Laundry / Ironing / Dry Cleaning Services for Linen, Blankets, Curtains, Rajai Covers, Pillow Covers, Towels, Door Mats etc. at Guest House, Shri Lal Bahadur Shastri National Sanskrit University, B-4 Qutab Institutional Area, New - Delhi – 110016.
2. I / We hereby offer to perform, provide, execute, complete and maintain the works in conformity with the complete tender document, drawings, designs, conditions of contracts, specifications, schedule of quantities relating to the works for the sum of Rs..... at the respective rates quoted in the schedule of quantities.
3. I / We have satisfied myself / ourselves as to the site conditions, examined the site and all aspects of the tender conditions, subject to above, I / We do hereby agree, should this tender be accepted in whole or in part, to:
  - a. Abide by and fulfill all the terms and provisions of the said conditions annexed here to,
  - b. Complete the works as mentioned in the tender document as per the satisfaction of the bank.
4. I / We have deposited a non-refundable amount of Rs. 1,000/- (Rupees One Thousand only) towards cost of Tender and an earnest money of Rs. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft / Banker's Cheque drawn in favour of SLBSNSU payable at New- Delhi, respectively which, I / We note, will not bear any interest and is liable for forfeiture as per the clauses mentioned in the tender document.
5. I / We understand that you are not bound to accept the lowest/conditional or any tender you receive.



The names of DIRECTORS/ Partners of our Firm are:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

Yours faithfully,

Signature .....

Designation .....

Name of Partner / Director of the Firm, authorized to sign or name of person having power of attorney to sign the contract. (Certified true copy of power of attorney should be attached)

Signature and address of witnesses:

a. Signature .....

Name .....

Address .....

b. Signature.....

Name .....

Address .....

