

E-TENDER NOTICE 2nd CALL
OFFICE OF THE
ASSISTANT INSPECTOR GENERAL OF POLICE,
TRAFFIC TOURIST & RAILWAYS
HIMACHAL PRADESH SHIMLA-171002
TELE NO. 0177-2623062, FAX-0177-2623955
(E-mail: aig-rnt-hp@nic.in)

File No.TTR/5.12/2019-20/-8970

Dated:10-10-2019

The Assistant Inspector General of Police, Traffic Tourist & Railways, H.P. Shimla-2, invites E-tender from Original Equipment Manufacturers or their authorized dealers under two Bids System i.e. Technical Bid & Financial Bid for the supply of Smart Card Reader with accessories as per the detail given in the Tender document.

Smart Card Reader with accessories	750 Nos (The actual quantity of purchase may vary from the mentioned quantity)
Earnest Money	Rs. 50,000/-
Tender Fee/Cost	Rs. 500/-

IMPORTANT DATEs

Date of online Publication	14/10/2019 at 03:00 PM
Bid Document download Start Date	14/10/2019 after 03:00 PM
Online Bid submission end date	11/11/2019 upto 05:00 PM
Hard copy bid submission end date	13/11/2019 upto 11:00 AM
Technical bid opening date	13/11/2019 at 12:00 PM

NOTE:-

1. The complete Tender Set can be downloaded from Himachal Pradesh Police website www.hppolice.gov.in and <https://hptenders.gov.in>. Any change/modification in the tender enquiry will be intimated through above websites only. Bidders are, therefore, requested to visit our websites regularly to keep themselves updated.

2. Bidders must submit their bids online on website <https://hptenders.gov.in> and sealed bid also be submitted in hard copy. The bids will be opened by the Purchase Committee in the

presence of authorized representatives of participated firms who may like to attend the proceedings in Conference Hall, PHQ, Shimla on scheduled date time and venue.

3. For submission of e-bids, bidders are required to get themselves registered with <https://hptenders.gov.in> in website along with class-III digital signature certificates issued by CCA under IT Act-2003.

4. Cost of tender document in the form of Demand Draft/postal Order / Banker's Cheque only in favour of the Assistant Inspector General of Police, Traffic Tourist & Railways HP, Shimla and Earnest Money in the form of FDR OR BANK GUARANTY in favour of the Assistant Inspector General of Police, Traffic Tourist & Railways HP, Shimla, payable at PNB Shimla should be deposited along with hard copy of the bids in the office of the Assistant Inspector General of Police, Traffic Tourist & Railways HP, Shimla-171002.

5. The envelope containing tender documents should be marked on the top right, **“TENDER FOR SMART CARD READER”**

6. One complete set of sample is required to be deposited for technical evaluation/field trial in the office of the Assistant Inspector General of Police, Traffic Tourist & Railways HP, Shimla-171002 on or before 13-11-2019 upto 12:00 PM.

7. All other terms and conditions are specified in the tender documents.

8. All documents (except BOQ) submitted by the bidders should be legible and in PDF format, otherwise, it shall be liable to be rejected.

-Sd-

**Assistant Inspector General of Police
Traffic Tourist & Railways, HP., Shimla-2.**

**OFFICE OF THE
ASSISTANT INSPECTOR GENERAL OF POLICE,
TRAFFIC TOURIST & RAILWAYS
HIMACHAL PRADESH SHIMLA-171002
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INVITATION TO E-TENDER NOTICE 2nd CALL

File No.TTR/5.12/2019-20/-8970

Dated: 10-10-2019

1 Detail of Articles to be procured is as under:-

Description of Store.	Quantity (in Nos.)	Technical Specifications
Smart Card Reader with accessories	750 (The actual quantity of purchase may vary from the mentioned quantity)	As per annexure "A"

2 PROCEDURE FOR SUBMISSION OF BIDS

(A) GENERAL CONDITION

- i. This is an invitation to bidder for 'Supply of Smart Card Reader' as per technical specifications mentioned above.
- ii. Bidders are advised to study the tender document carefully and thoroughly. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- iii. Bidders should ascertain whether they meet the below mentioned eligibility criteria for bidding.
- iv. Bids with price variation clauses or with vague terms are liable to be ignored and rejected. Incomplete bids are liable to be rejected.
- v. It will be imperative on each bidder to fully acquaint himself with all the local conditions and factors, which would have any effect on the performance of the contract and cost of the goods.
- vi. The bidders must submit their bid online by the Bid Submission end date for online as specified in the Important Dates. Moreover, the bidders shall also submit hard copy of

technical bid which should be packed in envelopes duly sealed and marked as “**Technical Bid**” and should be addressed to Assistant Inspector General of Police, TTR, HP, Shimla-171002 which should reach in the office of the undersigned on or before 13/11/2019 upto 11:00 AM.

- vii. Bidders are required to fill and submit all forms attached herewith i.e. **(FORM-I to FORM-V and VII & VIII)**
- viii. The successful bidder/OEM should have a local support set up preferably in **Himachal Pradesh** till the expiry of warranty period.
- ix. The bidder should submit Lab Test Report on the parameters mentioned in the tender technical specification for the offered model only from Central Govt/NABL/ILAC accredited Lab to prove conformity to technical specifications.

Note:

- 1. The HP Police Department shall not be responsible for any postal delay, non-receipt or non-delivery of tenders.**
- 2. The Committee reserves all rights to open the envelopes and examine its contents or ask for clarifications or ask for revised proposals and the decision of the committee shall be final and binding.**
- 3. The Committee reserves all rights to reject any or all offers without assigning any reason whatsoever.**
- 4. No bid shall be accepted through telegraphic means or over email etc.**
- 5. The representatives (Employee/Manager/ Owner/Partner or Director) of the bidders participating in the tender meetings including Technical Evaluation Committee meetings etc. must carry authorization letters from the bidder concerned.**

VALIDITY OF THE TENDER

Offer should be kept open for acceptance for a period of six months from the date of opening of bid. A bid valid for a shorter period may be rejected by the purchaser as non-responsive. Any increase in rates within this period will not be entertained and will result in forfeiture of EMD and / or Security Deposit.

ELIGIBILITY CRITERION

- i. The bidder should be OEM or authorized by OEM for participating in the tender. Proof of OEM or authority letter of OEM shall be submitted.

ii. The bidder must have experience of at least one year in manufacturing/trading/supplying of the **Smart Card Reader or similar equipment** to Govt./Semi-Govt. offices, PSU etc. Supply orders/successful completion of order etc. of having supplied of the proposed equipment are required to be submitted in the performance statement (**FORM-III**).

iii. The bidder average annual turnover should not be less than Rs. 09 lakh during last three financial years. The bidder must submit copies of balance sheet of last three financial years in respect of bidder duly signed by a Chartered Accountant. The bidder must fill and enclose the prescribed **Form - VII**.

iv. At the time of bid, bidder must not be blacklisted from any Govt. Organization / Body in India. Deceleration certificate must be submitted as per enclosed prescribed **Form - VIII**.

v. The bidder must be a registered dealer under any State's GST Act and Central GST Act. Copy of GST Number must be enclosed.

PROCEDURE FOR SUBMISSION OF BIDS

i. An eligible bidder is to fill up online e-tender on website <https://hptenders.gov.in> up to prescribed date and time and also the bidder is to submit technical bid in hard copy. The technical bid shall contain Tender Fee, EMD, information on compliance to eligibility criteria and technical information and tender documents **except the price part of the bid**.

ii. **The Financial bid/BOQ** shall contain the details of the price in Indian rupees inclusive of all taxes, duties, charges, F.O.R. in words as well as figures. No hard copy of the same shall be submitted.

iii. All the bid papers must be signed. The information submitted must be definitive and specific. Vague terms, incomplete information, counter offers, and 'uncalled for' correspondence shall not be entertained.

iv. Bidder is required to submit the complete bid along with annexure & brochures of the quoted equipments etc. The bid document has to be signed and stamped by the bidder. The proposal shall be exactly according to the presented formats given in the TENDER documents.

EARNEST MONEY DEPOSIT

A sum of Rs. Fifty thousand only should be deposited as Earnest Money Deposit (EMD) in the shape of FDR / Bank Guarantee issued by any Indian Nationalized Bank having validity period of 6 (six) month duly pledged in favour of the **AIG, TTR, HP, Shimla-2**.

TECHNICAL BID

Technical bid shall consist of the following documents strictly as per sequence mentioned hereunder:-

Description of Document	Page No.
EMD and Tender Fee	
Form-I duly filled in, signed and complete in all respects. (FORM-I) .	
Qualifying data i.e Particulars & Eligibility of the bidder clarifying that the bidder is eligible for bid and is qualified to execute the contract, if the bid is accepted. (FORM-II alongwith their enclosures)	
Documentation (supply order, successful completion of order etc.) of having supplied of the proposed equipment in the performance statement. (FORM-III) .	
Technical Compliance Statement showing adherence to the specifications of the Tender document requirement and Manufacturer's brochures / pamphlets /leaflet (FORM-IV) .	
Deviations from the Tender Document conditions, if any. (FORM-V) .	
Copy of Balance Sheet and Profit and Loss statement in respect of bidder for the last 3 financial years duly signed by Chartered Accountant. (FORM-VII with its enclosures)	
Declaration /certificate of Non-blacklisted from any Govt. Organization / Body in India. Form – VIII .	
Undertaking of rates to the effect that the rates quoted are the lowest possible and the less rates have not been quoted to any other State/Center Government Organization/PSU under similar terms and conditions anywhere in India.	
Proof of OEM or authorized dealer.	
Copy of GST Number.	
Copy of Lab Test Report from Central Govt/NABL/ILAC accredited Lab to prove conformity to technical specifications.	
Letter of authorization in respect of the person authorized to remain present during proceeding of the same.	
Any other important/relevant document pertaining to bid, if any.	

FINANCIAL BID/BOQ

- i. Price quoted by the bidder in the BOQ should be uploaded in financial bid folder. **No hard copy to be submitted.**
- ii. Rates to be quoted must be definitive and shall not be allowed to be altered.
- iii. Price to be quoted should be inclusive of all taxes, charges, duties and F.O.R. at Traffic Tourist & Railways, Shimla H.P. Rates be quoted in terms of unit, in words and figures both.
- iv. **AMC charges for two year after expiry of one year warranty period shall be quoted separately in BOQ.**

Procedure of finalization of Bids

- i. Firstly, the technical bid shall be opened. At the time of opening of bid, the authorized representative may remain present. Technical bids will be evaluated to assess their suitability against the laid down Technical Specifications. All the parameters as per given technical specification will be checked by a Departmental Technical Committee. Field trial of the offered equipment will be conducted by a Departmental Technical Committee in the operational area of Himachal Pradesh Police in the presence of the vendor/representative of firms to ascertain the user satisfaction. All the technical features will be shown during the trials.
- ii. The bidder must submit brochures/pamphlets/leaflets/literature of quoted item (s) for technical evaluation with technical bid.
- iii. The information submitted by the bidders shall be compared with specifications given in the tender form. It will thus be ascertained whether the product offered by the bidder matches with the specification of the Purchaser as given in the Technical Specifications in this tender document.
- iv. The committee would be entitled to call for any further information, document, undertaking and may also interview the authorized representative of the bidder in order to satisfy itself about the eligibility of the bidder, technical specifications of the equipment, trust worthiness of the product. The decision of the committee on technical suitability of the offer shall be final.
- v. **Financial bids/BOQ** of only technically qualified bidders shall be opened. Rest bids shall not be considered and such short-listed bidders will be intimated about the date and time accordingly. At the time of the opening of Financial Bids/BOQ, authorized representatives may remain present. It shall not be obligatory to accept only the lowest financial bid.

vi. All or any bid may be rejected. The essence is that only such bid that in the opinion of the Purchase Committee or the DGP, HP is most suitable for HP Police shall be selected.

DELIVERY PERIOD

1. Purchase order of equipment shall be executed within 60 days from the date of issue of the order.

2. The supply shall be executed in the Office of the Assistant Inspector General of Police Traffic, Tourist & Railways, Khalini, Shimla-171002.

3. The hardware provided by agency shall be capable for two-way communication with the Central Data Center, compatible with the NIC application software e-challan. The successful Bidder shall coordinate with the NIC and other agencies for integration of software with devices within one month.

RIGHT TO VARY QUANTITIES

The Purchase Committee or the DGP, HP reserves the right to vary the quantity within the validity of the contract without any change in price or other items and conditions with commensurate increase or decrease in delivery period. The approximate requirements are given in the tender document. But it must be clearly understood that the demand may fluctuate and no definite quantity can be guaranteed. Bidder shall be bound to supply the item(s) in such a quantity as required by H. P. Police.

CONSIDERATION – Price, Taxes etc. and Payment Terms

i. The supplied equipments will be tested/surveyed/inspected by a technical committee in our office or at location of installation and if found as per technical specifications of tender document and to the entire satisfaction of the committee, payment will be released.

ii. The prices quoted for the items shall be firm throughout the period of agreement and shall not be subject to any upward modification whatsoever.

PENALTY CLAUSE

In case the firm does not complete the supply within the stipulated time as prescribed in the tender document, then liquidated damages charges will be imposed @ 0.5% per week i.e. 2% per month subject to 10% maximum on total value of the items. Delivery period can be extended with / without L.D. maximum for 60 days on the request of Bidder / Supplier by the competent authority, while considering merits and demerits of the case. Extension of delivery period will be the sole discretion of Departmental Purchase Committee, HP Police, Shimla-2.

TERMINATION FOR DEFAULT

The Purchase Committee or the DGP, HP may, without prejudice to any remedy for breach of contract, by written notice of default sent to the bidder, terminate the agreement in whole or in part if:

1. The Bidder fails to perform any or all of the obligations within the time period(s) specified in the agreement or any extension thereof granted by the Competent Authority.
2. The quality of the delivery of equipment is not up to the satisfaction of the Competent Authority.
3. The Bidder fails to perform any other obligation under the agreement.
4. The Purchase Committee or the DGP, HP may at any time terminate the contract by giving written notice to the bidder without compensation to the bidder, if the bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy, which has occurred thereafter to the Competent Authority.
5. In case of termination of contract as mentioned above all FDR/Bank Guarantee furnished by bidder shall stand forfeited.

ARBITRATION

All disputes shall be settled in courts of competent jurisdiction situated in Shimla.

WARRANTY

The bidder shall provide onsite **warranty for 12 months** and AMC for two years after expiry of warranty period.

OTHER CONDITIONS

The Director General of Police HP/ Purchase Committee may cancel the tender and all proceedings relating there to without assigning any reason. The decision of the authorities shall be final as regards the acceptability of tendered items and items supplied by the bidder and they shall not be required to give any reason in writing otherwise at any time for rejection of the tender or items.

PERFORMANCE SECURITY DEPOSIT

The successful bidder will be required to furnish a Security Deposit @ 7% of the total value of the contract in the shape FDR / Bank guarantee issued by any Indian Nationalized Bank. Performance Security shall remain valid for a period of sixty days from the date of completion of contract including warranty to the best of satisfaction of Procuring Department.

Sd-

**Assistant Inspector General of Police
Traffic Tourist & Railways, HP., Shimla-2.**

(Annexure-A)

TECHNICAL SPECIFICATIONS OF SMART CARD READER

PARAMETERS	TECH. SPECIFICATIONS
Functions :	EMV Card Reader, NFC Contactless Cards, Over-the-air firmware Updates, Secure PIN Pad
Display :	Backlit dot-matrix LCD Display
Buttons :	10 numerical Buttons, ENTER, CANCEL Buttons
Battery :	Li-polymer battery, 3.7V, 750mAH or better
Charging :	Micro USB
Bluetooth Connectivity :	YES
Supported Mobile Platforms :	Android 2.1 or above, iOS 6.0 or above, Windows Phone 8/MS Windows, J2ME Feature Phones
Supported PC Platforms :	Windows PC, Linux, Mac
Memory :	Up to 512kb Flash Memory
Operating Temperature :	0°C – 45°C
Operating Humidity :	Maximum 95%
Storage Temperature :	-10°C – 55°C
Certifications :	PCI PTS v 4.0 SRED, EMV L1 & L2, PBOC 3.0 L1 & L2 EMV Contactless L1, MasterCard PayPass, Visa payWave FCC, CE, RoHS
Weight :	105gms (approx)

FORM- I
(To be Enclosed with Technical Bid)

Bidder's Reference Number and Date:		
Bidder's Name and Address:		
Person to be contacted:		
Designation:		
Telephone No.	Fax No.	E-mail Id-

To,

The Assistant Inspector General of Police,
Traffic Tourist & Railways,
Himachal Pradesh, Shimla 171002.

Subject:- Tender for supply of Smart Card Reader.

Dear Sir,

We, the undersigned, having read and examined in detail the specifications and all tender documents in respect of "Tender for **Smart Card Reader**" and do hereby propose to make the supplies mentioned in the Tender Document.

Price and Validity: All the prices mentioned in our tender are in accordance with the terms as specified in the proposal documents. We do hereby confirm that our offer includes all taxes, duties, charges, commissioning, installation, F.O.R. destination etc. We agree to abide by this bid for a period of 6 months from the bid opening date and it shall remain binding upon us and may be accepted at any time before the expiration of that period. This bid together with your written acceptance thereof and your notification of award shall constitute a binding contract between us. During the period, the HP Police will have right to demand additional quantity.

Deviations:- We declare that all the services shall be performed strictly in accordance with technical specifications and other conditions of the Tender documents except the deviations as mentioned in the /Technical Compliance Statement (Form-IV) and Deviations from tender document conditions (Form-V).

Time Schedule: We further declare that we have the capacity and shall deliver entire material within 60 days from the date of purchase order.

Proposal Pricing:- We further declare that the prices stated in our bid are in accordance with your terms and conditions in the tender document.

Qualifying Data: We confirm having submitted qualifying data as required by you in your tender document. In case you require any further information/documentary proof in this regard before evaluation of our bid, we agree to furnish the same.

Performance Security: We hereby declare that in case the tender is awarded to us, we shall submit Bank Guarantee as per terms and conditions of the tender document.

We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief and nothing is concealed.

The bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

We understand that you are not bound to accept the lowest or any bid you may receive.

The undersigned is competent and duly authorized by the bidder company/entity to sign this document.

Thanking You

Yours Faithfully

(Signature)

Name: -----

Date: -----

Seal: -----

Business Address: -----

FORM- II**(Technical form to be enclosed with Technical Bid)****Particulars and Eligibility of the Bidder Particulars of the Organization****(TO BE FILLED UP BY THE BIDDER)**

S. No.	Particulars	Bidder Statement
1.	Tender for the item.	
2.	Name of Make/Model/Part No. of quoted item	
3.	Name and full address of the Bidder.	
4.	Registered Office with full address, Telephone No(s), Fax no(s), E-mail address, Website URL.	
5.	Name of Manufacturing company	
6.	Data for executed purchase order received from Govt./ Semi-Govt offices/PSU in respect of Smart Card Reader or similar equipment for last one year as per FORM -III	
7.	Annual turnover of the bidder should be attached as per FORM -VII	
8.	GST Registration No. (Central and State).	
9.	Income Tax Registration number. (PAN)	
10.	At the time of bid, bidder must not be blacklisted from any Govt. Organization / Body.	FORM- VIII Attached
11.	If Bidder is not OEM, the same should be authorized by OEM (Original Equipment Manufacturer) to quote against this tender. Proposal without proper letter of authorization shall be rejected.	Attach letter of authorization from OEM.
12.	If bidder is OEM, copy of proof is attached.	Proof of OEM

(Signature)

Name: -----

Date: -----

Seal: -----

FORM - III

PERFORMANCE STATEMENT

S. no	Financial Year	Name & address, Telephone no and fax no of purchaser to whom items have been supplied	Description of the sold Smart Card Reader Make /Model/Part No.	Quantity	Purchase Order No. & Date issued by Purchaser	Value of contract / Purchase Order

As of this date, the information furnished in all parts of this form is accurate and true to the best of my knowledge. I have no objection in getting this information verified by the Purchase Committee, HP Police Himachal Pradesh, Shimla-2 in any covert or open manner, as may deem fit.

Date:

Place:

Signed:

Name:

Designation:

For and on behalf of:

FORM - IV**Technical Compliance Statement**

Detailed Compliance Statement is to be provided by all bidder. Failure to provide compliance will lead bid being summarily rejected.

MAKE and MODEL of Smart Card Reader _____

PARAMETERS	TECH. SPECIFICATIONS	Compliance Yes/No	Deviation, if any
Functions :	EMV Card Reader, NFC Contactless Cards, Over-the-air firmware Updates, Secure PIN Pad		
Display :	Backlit dot-matrix LCD Display		
Buttons :	10 numerical Buttons, ENTER, CANCEL Buttons		
Battery :	Li-polymer battery, 3.7V, 750MAH or better		
Charging :	Micro USB		
Bluetooth Connectivity :	YES		
Supported Mobile Platforms :	Android 2.1 or above, iOS 6.0 or above, Windows Phone 8/MS Windows, J2ME Feature Phones		
Supported PC Platforms :	Windows PC, Linux, Mac		
Memory :	Up to 512kb Flash Memory		
Operating Temperature :	0°C – 45°C		
Operating Humidity :	Maximum 95%		
Storage Temperature :	-10°C – 55°C		
Certifications :	PCI PTS v 4.0 SRED, EMV L1 & L2, PBOC 3.0 L1 & L2 EMV Contactless L1, MasterCard PayPass, Visa payWave FCC, CE, RoHS		
Weight :	105gms / 3.7oz (approx)		

Signed by: -----

Name: -----

Designation: -----

For and on behalf of: -----

FORM - V
Deviations from Tender Document Conditions

Sl no	Clause no	Page no	Deviations	Reasons
1				
2				
3				
4				

Date: -----

Place: -----

Signed: -----

Name: -----

Designation: -----

For and on behalf of: -----

FORM – VI (Prices to be submitted online in BOQ only. No hard copy to be submitted)			
BOQ. (FOR SMART CARD READER)			
Tender Inviting Authority: Assistant Inspector General of Police, TTR, HP Shimla-171002			
Tender Enquiry No.			
Bidder Name & Address:			
PRICE SCHEDULE			
(This BOQ template must not be modified /replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and values only)			
S. N.	PARTICULARS	BIDDER'S Amount (in INR). (in figure)	In Words
1.	Unit price of Smart Card Reader with accessories		
2.	AMC Charges		

Note: 1. The above price should be inclusive of all taxes, GST, any other taxes, freight, warranty, F.O.R. destination etc.

Date: -----
Place: -----
Signed: -----
Name: -----
Designation: -----
For and on behalf of: -----

FORM – VII**FINANCIAL STATUS**

(must be enclosed with the “Technical Bid” as given below)

Financial Status of bidder (Supplier) within last three years

Full Name of Bidder (Supplier) Firm :			
Full Address of Bidder (Supplier) Firm :			
Phone No. :			
Fax No. :			
E-mail :			
S.No.	Financial Year	Annual Turnover of Bidder (Supplier) Firm in Indian Rupees	Audited Balance sheet enclosed (Page No.)
1	2	3	4
1			
2			
3			

For this F.Y. the balance sheet need not be duly audited by C.A.

Signature

Name

& Seal of the Bidder (Supplier)

FORM - VIII

Following Declaration duly filled in must be enclosed with the “Technical Bid” as given below :-

:: DECLARATION ::

I, (Name of M.D./ Proprietor of firm).....son
of.....of M/s (Name of firm and full
Address).....

.....have read all the Terms
and Conditions of the tender given above. These are acceptable to me. Earnest Money in the form
of FDR / Bank Guarantee (Made with any Indian nationalized Bank) of
Rs.....(In words)
..... in favour of The Assistant Inspector General of Police, Traffic
Tourist & Railways, Himachal Pradesh, Shimla-2 payable at Shimla, is enclosed herewith.

I, (Name of M.D./ Proprietor of firm).....son
of.....of M/s (Name of firm and full
Address).....

.....certified that we are
registered and experienced firm for this work and truly manufacturing / trading since
.....(date) We also certified that we are **not black listed** by any state or central
Govt. / University / Bank / Corporation / Autonomous institute etc. Each page of tender documents
is duly signed with seal by us. We undertake to adhere the ethical commitment as required in this
tender mandated by the law.

Place :

Date :

Signature

**Name & Seal of the
Bidder
(Supplier)**