



भाकृअनुप-भारतीयकदन्नअनुसंधानसंस्थान
ICAR – INDIAN INSTITUTE OF MILLETS RESEARCH
राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030
Phone: 040-24599308.Fax.040-24599304.www.millets.res.in



F.No.4-112/20-21/ST

Date.11-01-2021

NOTICE INVITING TENDER THROUGH E-PROCUREMENT

Online Bids are invited from the interested bidders under **two bid system for procurement of “Printing & Supply of Booklets, Annual Reports , Training Schedules, IPM Packages, Brochures, Newsletters, Posters, Banners, Envelopes etc..”** at Indian Institute of Millets Research (IIMR), Rajendranagar, Hyderabad-500030. **Manual bids shall not be entertained.** Tender documents may be downloaded from E-Procurement website of CPPP <https://eprocure.gov.in/eprocure/app> as per the schedule as given in **CRITICAL DATE SHEET** as under:

DETAILS OF TENDER FEE AND E.M.D. OF THE PUROCUREMENT

Sl. No.	Name of the Procurement	Quantity (No's)	Tender Fee (₹.)	EMD (₹.)
1.	Printing of Books, Booklets, Annual Reports, Brochures, Newsletters, Letter head, Writing pads, Envelopes etc.,	As per our Requirement	NIL	NIL

CRITICAL DATE SHEET

Tender No.	F.No.4-112/20-21/ST
Date and Time for Issue/Publishing	12-01-2021at12.00 PM
Document Download Start Date and Time	13-01-2021at 10.00 AM
Bid Submission Start Date and Time	13-01-2021at 10.00 AM
Bid Submission End Date and Time	02-02-2021at 10.00 AM
Date and Time for Opening of Bids	03-02-2021at 10.00 AM
Address for Communication	Asst. Administrative Officer (Stores) ICAR-Indian Institute of Millets Research, Rajendranagar, (R.R. District) Hyderabad-500030, T.S.

**Asst. Administrative Officer (Stores)
On behalf of Director, IIMR.**

1) INSTRUCTIONS FOR ONLINE BID SUBMISSION

1.1 Bidding Process:

- 1.1.1. The bidder shall submit the bids electronically, through e-procurement system (<http://eprocure.gov.in/eprocure/app>). **Any document submitted through any other means will not be considered as part of Bid except for the Originals as asked in this tender.**
- 1.1.2. The tendering process shall follow two-part bidding. Bid shall be submitted in two parts, Technical Bid and Price Bid.
- 1.1.3. In the first stage, only Technical bid will be opened online and evaluated.
- 1.1.4. The Bid shall be considered responsive provided it meets all the specified requirements under this tender including technical specifications (**Annexure III**) and relevant documents as stipulated in **Annexure I** of tender document.
- 1.1.5. In the second stage, Price Bids of only those bidders, whose bids are found qualified in Technical Bid, will be opened. Date of Opening of Price Bids would be notified separately.

1.2. General instructions:

- 1.2.1 The bidders are requested to submit soft copies of their bids electronically on the CPP Portal, using valid user ID and Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
- 1.2.2. The tender form/bidding documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids **shall not be accepted** under any circumstances.
- 1.2.3 Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> regularly for obtaining more information useful for submitting online bids on the CPP Portal. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.

- 1.2.4 In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. This institute reserves the right to accept or reject any or all the tenders.

1.3 Registration:

- 1.3.1 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online Bidder Enrollment**” on the CPP Portal which is free of charge.
- 1.3.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 1.3.3 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 1.3.4 Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority Recognized by CCA, India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 1.3.5 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 1.3.6 Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

1.4 Searching For Tender Documents: -

- 1.4.1 There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, other keywords etc, to search for a tender published on the CPP Portal.
- 1.4.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- 1.4.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

1.5 **Assistance To Bidders:**

- 1.5.1 Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority (Director/ Head of Office) for a tender or the relevant contact person indicated in the tender.
- 1.5.2 Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24 × 7 CPP Portal Helpdesk.

1.6 **Preparation Of Bids:**

- 1.6.1 Bidder should take into account of any corrigendum published on the tender document before submitting their bids.
- 1.6.2 Please go through the tender advertisement and the tender document carefully to understand the documents required to be uploaded as part of the bid. Please note the number of files, in which the bid documents have to be uploaded, indicating the number of documents – including the names and content of each of the document. **Any deviation from these may lead to rejection of the bid.**
- 1.6.3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF / JPG formats. Documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 1.6.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, TIN, Annual Turnover details, Auditor Certificates etc.) has been provided to the bidders. Bidders can use “My Space” or Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

1.7 Submission Of Bids:

- 1.7.1 Bidder should log on to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission date & time. Bidder will be responsible for any delay due to any issues/ reason.
- 1.7.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document(Annexure I).
- 1.7.3 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. **If the BoQ file is found to be modified by the bidder, the bid will be rejected. The final price to be quoted in the financial bid (BoQ) should be the sum of quoted prices of all the individual works/items.**
- 1.7.4 The server time (which is displayed on the bidder's dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 1.7.5 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid openers public keys.
- 1.7.6 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 1.7.7 Upon the successful and timely submission of bids (i.e after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid number and date & time of submission of the bid with all other relevant details.

1.7.8 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

1.8. Clarifications Of Bids

1.8.1 The Purchaser may, at its discretion, seek clarification(s) from the Bidder during examination, evaluation and comparison of bids. The written response/clarification in this regard shall be submitted by the authorized signatory of Bidder through e-mail or fax or post. In case the Bidder fails to submit the desired information/clarification sought by the Purchaser within stipulated time, further evaluation of its bid will not be carried out and the Purchaser reserves the right to reject the bid. (technical clarification only).

1.9 Contacting The Purchaser

1.9.1 Any clarification/query related to the Bidding document may be addressed to the Tender Inviting authority through e-mail or fax as per the details given above. Clarification/queries received, within due date and time mentioned in the NIT will only be entertained.

1.9.2 Any effort to influence the purchaser during bid evaluation process or contact award process may result in the rejection of the Bidders' bid.

2. BID EVALUATION CRITERIA

2.1 MODE OF SUBMISSION OF BID

2.1.1 TECHNICAL BID:

The technical bid shall be complete in all aspects and contain all information asked for in this document. Technical Bid shall comprise the following:

- 2.1.1.1 Scanned copy of the duly-filled and signed "Checklist for Bid Submission" as per **Annexure I**.
- 2.1.1.2 Scanned copy of the duly-filled and signed "Bidder's Profile" as per **Annexure - II**
- 2.1.1.3 Scanned copy of the signed "Compliance sheet of Technical Specification" as per **Annexure – III**.
- 2.1.1.4 Scanned copy of the duly filled and signed "Tender Acceptance Letter" as per **Annexure IV**.

2.1.3 Purchaser reserves the right to verify the submitted documents with original one in case of need.

2.2 PRICE BID :

- 2.2.1 The Price bid shall be complete in all aspects and shall contain all information asked for in this document (**Annexure V**).
- 2.2.2 The Price bid format is provided as BoQ_XXXX.xls along with this tender document at <http://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the Price Bid. Bidder shall not tamper/modify the downloaded price bid template in any manner. In case the Price format is found to be tempered/modified in any manner, then Bid will be Summarily rejected, Bidder is liable to be banned from doing business with the Purchaser.
- 2.2.3 The Prices should be quoted shall be either in India Rupees only L1 will be arrived after taking all taxes, duties, levies etc., up to IIMR stores.
- 2.2.4 All quoted prices shall be on “Delivery at site” basis.
- 2.2.5 If any bidder quotes Nil charges/consideration, the bid shall be treated as unresponsive and will not be considered.

2.3 OPENING OF TECHNICAL BIDS:

- 2.3.1 The Purchaser will open the bids as per electronic bid opening procedures specified in CPPP at the specified date and time. Bidders can also view the bid opening by logging on to the e-procurement system. Specific bid opening procedures are laid down at <http://eprocure.gov.in/eprocure/app> under the head “Bidders Manual Kit”. The Bidder will be at liberty to be present either in person or through an authorized representative at the time of opening of the Bid or they can view the bid opening event on online at their remote end.
- 2.3.2 No representative will be allowed to attend the Bid Opening event at the Purchaser’s location without **valid Bid acknowledgement** slip received after submission of Bids.
- 2.3.3 In the event of the specified date of bid opening declared a holiday for purchase, the bids shall be opened at the specified time and place on the next working day.

2.4 EXAMINATION AND EVALUATION OF TECHNICAL BIDS :

- 2.4.1 The Purchaser will examine the bids to determine their completeness in all respect as per the requirement of this tender document.
- 2.4.2 The Purchaser may waive any minor informality or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver does not prejudice to affect the relative ranking of any Bidder.
- 2.4.3 The Purchaser shall evaluate Technical Bids based on the documents submitted as per annexure III.

- 2.4.4 The Purchaser reserves the right to reject the bid under any of the following circumstances:
- 2.4.5 Bid is incomplete and/or not accompanied by all required documents.
- 2.4.6 Bid is not in conformity with the terms and conditions of this document.
- 2.4.7 Specifications stipulated in the relevant annexures pertaining to Technical Bid.

2.5 **EVALUATION OF PRICE BIDS:**

- 2.5.1 Price Bid of only technically qualified bidders shall be opened and evaluated.
- 2.5.2 Evaluation shall be done on the basis of total amount quoted (inclusive of all applicable taxes and duties).
- 2.5.3 The Evaluated Price shall be total price worked out after considering discrepancies, if any, as mentioned in the Price Bid (Annexure-V).

2.6 **LOWEST BIDDER:**

- 2.6.1 On completion of Price Bids evaluation process, the Bidder whose Evaluated Price is found to be the lowest would be the L-1 Bidder.
- 2.6.2 In case of tie in the Evaluated Price of multiple bidders, the Bidder offering lowest shall be selected on merits.

2.7 **WORKORDER**

- 2.7.1 The L-1 Bidder will be considered as successful Bidder for entering into agreement for printing works.
- 2.7.2 Approved rates will be valid for **2 (two)** years from the date of entering into the agreement, subject to extension by one more year by mutual agreement.
- 2.7.3 **The acceptance of the rate contract along with work agreement shall be submitted within 10 days from the date of intimation.**
- 2.7.4 After signing of rate contract only the work orders will be placed which has to be completed within the stipulated time period.

3. **TERMS AND CONDITIONS and BIDDING DOCUMENT**

- 3.1 The Bidder is expected to examine all instructions, forms, following terms and conditions, eligibility criteria and technical requirements of the tender document. **Failure to furnish any required information will be at the Bidder's risk and may result in the rejection of their bid. Tenders received after due date and time shall be rejected.**
- 3.2 The tenderer should follow the instruction for online submission for both Technical and Price bids.

- 3.3 The Bidder must be a registered entity either a manufacturer or sole proprietor/individual company/Partnership Firm/Cooperative Society/Corporation.
- 3.4 Consortium of Companies is not allowed.
- 3.5 Bidder shall upload self-attested and valid copy of the following along with Technical bid.
 - 3.5.1 GST registration certificate.
 - 3.5.2 Income Tax Registration /PAN Number
- 3.6 We may accept all/any firm as per our requirements.
- 3.7 The Manufacture/Supplier/Dealer should be in existence for over 03 (Three) years in the trade with the business turnover of not less than **Rs. 20 Lakhs** per annum in any three years out of last five years. Audited Balance Sheet and Profit and Loss account should be uploaded while Technical bid. If the sub-dealer is not having turnover, based on the authorized and valid certificate of dealership, their Manufacturer turn over will be considered. For this, authorized dealer should provide the details their website to verify/download the balance sheet, where details can be easily accessed.
- 3.8 Copy of the Turnover sheet in any three years out of last five years (certified by the chartered Accountant or self-attested) should be uploaded to verify the turnover of the firm.
- 3.9 **The tenderer must upload the duly filled on firm's letter head duly signed by the Competent authority and bear the seal of the Firm from Annexure I to VI, failing which, bid is summarily rejected.**
- 3.10 Hyderabad-500030, T.S. **on or before bid opening date and time** as mentioned in the Critical Date Sheet.
- 3.11 Deviation on lower side of technical specifications as per Annexure III shall not be considered. Thus, the bidder must ensure before bidding that the product being quoted is meeting all the technical requirements mentioned substantiated with proper technical datasheets/documents
- 3.12 The tenderer shall quote rates including the delivery and all other incidental charges. Taxes, if any should be indicated separately in the BOQ itself.
- 3.13 The rates should be quoted as per the BOQ uploaded on the CPP Portal (reference may be obtained from (**Annexure –V**)). It must be noted that the contract shall be awarded to the firm which fulfils all the required terms and conditions and remains L-1.

- 3.14 Modification in the tender documents after the closing date is not permissible.
- 3.15 **Bid Validity:** The rates quoted shall be valid for **180** days from the date of opening of tender. The bidder should agree to extend date for another 30 days in case demanded by ICAR-IIMR.
- 3.16 No variation in terms of quality of the items shall be entertained or else Bid Security.
- 3.17 **Delivery period:** The successful firm shall have to supply the material as per work Purchase order from the date of confirmed work order. If the equipment/material is not supplied within the time limits, liquidity damages shall be levied @2% per week subject to maximum of 10% of the order value, in addition to forfeiting Bid Security amount suitable legal action will be taken against the firm.
- 3.18 The contractor/bidder or his representative may contact the Senior Administrative Officer/ Assistant Administrative Officer (Stores) at Telephone No.040- 24599306/ 24599308 for any further clarification.
- 3.19 Merely quoting of lowest rates does not mean that order shall be given to that firm. The Competent Authority will finally decide on the basis of quality and past performances.
- 3.20 Payment: 100% payment will be released only after satisfactory supply of material duly certified by the concerned officer to this effect.
- 3.21 Rates once finalized will not be enhanced during the period of the contract.
- 3.22 Successful bidder should deposit a performance security of Rs.1,00,000.00 (Rupees One lakh only) for period of one year within 15 days after the issue of contract order.
- 3.23 In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s), to honor the contract/delivery of the item (s), the Performance Security deposited would be forfeited.
- 3.24 Bidder need not to come at the time of Technical bid as well as Financial bid opening at ICAR-IIMR, Hyderabad as they can view live bid opening after login on e-Procurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-IIMR then they have to come with bid acknowledgement slip that generates after successfully submission of online bid.
- 3.25 Any disputes arising out of this order will be subject to the jurisdiction of Ranga Reddy District

- 3.26 The Director, ICAR-IIMR reserves the right to cancel the whole tender at any time during the current period without giving any reason.
- 3.27 The Director, ICAR-Indian Institute of Millets Research, Rajendranagar (R.R. District) Hyderabad-500030, shall have the right to reject all or any of the offers, accept more than one offer, and assign part of the job.
- 3.28 The Bid, as well as all correspondences and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be in English language only. Supporting documents and printed literature, if not in English language, that are part of Bid document shall be accompanied with a self-certified copy of English translation of the same.
- 3.29 Scanned documents/originals to be uploaded or sent.
- 3.29.1 Compliance statement duly attested and signed by the tenderer
 - 3.29.2 Audited balance sheet and IT returns for the last three years
 - 3.29.3 Include the list of clients
 - 3.29.4 Firm's registration
 - 3.29.5 Pan Card,
 - 3.29.6 TIN / GST Registration number ,

- Failing which Bid is liable for rejection.

4. **AMENDMENT TO TENDER**: At any time, prior to the deadline of submission of the bids, the Purchaser may, for any reason, whether at its own initiative or in response to any clarification requested by prospective bidder(s), modify the tender's condition/term/specification by way of amendment/ corrigendum two **days** before the last of date of submission. Hence, bidders are requested to go through the e-portal periodically and also IIMR website for changes, if any, may be noted accordingly. IIMR will not be held responsible if the bidder does not notice the changes.
5. **MODIFICATION OF BIDS** : Bidder may modify its bid on the e-procurement /CPP portal (<http://eprocure.gov.in/eprocure.app>) before **two days prior** to the last date of bid submission. Modification of the bid sent through any other means shall not be considered by the Purchaser.
6. **LATE BIDS**: The e-procurement system will not allow any late/delayed submission of bids after due date and time as per server system.
7. **PERFORMANCE SECURITY**
- 7.1 A Performance security in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial bank, Bank Guarantee from a Commercial bank

or online payment in an acceptable form shall be deposited within 10 days from the date of receipt of Work Order or Agreement.

- 7.2 The Performance Security, thus, submitted shall be valid for a period **One year** beyond the date of completion of all contractual obligations of the supplier.

8. COST OF BIDDING

- 8.1 The Bidder shall bear entire costs associated with the preparation and submission of its bid and the Purchaser will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

9. RIGHT TO ALTER QUANTITIES

- 9.1 The Purchaser reserves the right to reduce or increase the quantity to be purchased on the same terms and conditions.

10. RIGHT TO ACCEPT/REJECT BID (S)

- 10.1 The Purchaser reserves the right to accept or reject any bid and/or annul the bidding process and/or reject all bids, without assigning any reason thereof, at any time prior to award of contract and without thereby incurring any liability to the affected Bidder(s) of the ground for purchaser's action.

11. INSPECTION AND ACCEPTANCE

- 11.1 Purchaser reserves the right to carry out pre-dispatch inspection at Bidder's factory/premises. The Bidder shall keep the sampled material ready for inspection and shall provide all assistance for inspection. There shall not be any additional charges for such inspection.
- 11.2 In case of receipt of any damaged item, the same shall be replaced by the Supplier with a new one at no additional cost to the Purchaser. The replaced item shall be supplied immediately so that its acceptance is completed within the time schedule as mentioned in supply order failing which Liquidated Damage, as per the terms and condition of the tender shall be applicable.
- 11.3 At the time of delivery the material shall be verified by the Purchaser for ascertaining the material in accordance with the technical specifications. The material non-conforming to the same shall be replaced / rectified by the Supplier to the Purchaser's satisfaction. If during the supply, it is found that more than 10% of the ordered quantity of material fail to perform as per technical specifications, then the Purchaser shall have right to reject all material supplied and encash the Performance Security.

12. TERMINATION OF CONTRACT

- 12.1 The Purchaser without prejudice to any other remedy for breach of Contract, by giving **30 (Thirty) days** written notice to the supplier, may terminate this contract in whole or in part, if the supplier fails to perform any obligation(s) under the Contract.
- 12.2 The Purchaser may also at any time terminate the Contract by giving **30 (Thirty) days** written to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent.
- 12.3 In case of Termination of Contract due to default on part of Supplier, the Performance Security submitted by the Supplier shall be encashed by the Purchaser. Termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

13. DISPUTES AND ARBITRATION

- 13.1 All matters relating to any dispute which may arise during the execution of the contract shall be referred to Arbitration of an Arbitrator to be mutually agreed upon between the parties. In the case of failure, the dispute shall be referred to the Award of two Arbitrators, one to be appointed by Contractor and the other by IIMR. The two Arbitrators shall appoint an Umpire in advance of their consideration of any point of dispute. The decision of the Arbitrator in the case of former and that of the Umpire in the case of latter shall be final and conclusive and binding on both the parties. The provisions of the Indian Arbitration Act, 1996 and the Rules made there-under and any statutory modification thereof shall be deemed to form a part of contract.
- 13.2 The venue of such Arbitration shall be at Hyderabad only. Arbitration suits or any other claims filed in any Court of Law outside Hyderabad City will not be binding on IIMR.

14. CORRUPT AND FRAUDULENT PRACTICES

- 14.1 The Purchaser requires that Bidders/Supplier observe(s) the highest standard of ethics during the bidding process and during the execution of the Contract. In terms thereof, the Purchaser -
 - 14.1.1 Shall reject the bid of a Bidder including the successful Bidder, if it is established that the Bidder has been engaged in corrupt or fraudulent or collusive or coercive, or undesirable or restrictive practices while competing in the tender.

14.1.2 shall declare a Bidder ineligible, either indefinitely or for a stated period of time, from participation in any tender or bidding process or for award of a contract/contracts or continuing with it after award, if at any time, it is established that the Bidder has been engaged in “corrupt or “fraudulent” or “collusive” or “coercive” or undesirable or restrictive practices in competing for, or in executing, the Contract.

15. FORCE MAJEURE

15.1 Notwithstanding the above provisions, the Supplier shall not be liable for penalty or termination of contract if and to the extent that the delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to the following:

15.1.1 war (whether declared or not), hostilities, invasion, acts of foreign enemies, rebellion, revolution, insurrection of military or usurped power, or civil war;

15.1.2 act of any political or religious incidence;

15.1.3 acts of terrorism;

15.1.4 riots, civil commotion or disorder, industry wide strike; or

15.1.5 natural calamities like flood, earthquake, cyclone, fire, etc.

15.2 The decision of Purchaser to accept an event claimed by the Supplier as Force Majeure will be final and binding on the Supplier.

15.3. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract.

17 PAYMENT CONDITIONS:

17.1 The payment shall be made only in Indian Rupees only after duly certified by the concerned Officer to this effect, subject to deduction of Liquidated damages as per terms and conditions.

17.2 The Supplier/firm should submit the invoice in triplicate. The invoice should contain the Sales tax/ GST registration number and there should not be any overwriting/cuttings/corrections. An advance stamped receipt should be enclosed along with invoice.

COMPLIANCE SHEET/CHECK LIST FOR ELIGIBILITY CRITERIA – FORMAT
(Should be uploaded on letter head of the firm)

Sl. No.	Documents ID	Documents to be uploaded	Compliance report (Yes or No)
1	Bidder Profile	i). Duly filled, signed and affixing company/firm profile seal of Annexure II . ii). Self attested copy of firm registration certificate or valid dealer certificate as the case may be. iii). Self attested copy of PAN No. iv). Self attested copy of GST No. v). Copy of Audited Balance Sheet and P&L account duly signed by CA or Self-attested for the minimum of three years of eligible turnover.	
2	Tender fee & Bid Security	i). Tender fee ii). Bid Security details.	
3	Technical Compliance	i). Annexure III on the Firm's Letter head.	
4	Tender Acceptance Letter	Annexure IV on Firm's Letter head	
5	Price Bid	Annexure V on Firm's Letter head	
6	Item-wise price quoted	Annexure VI - to be submitted in sealed envelope	
7	List of clients	Provide list of clients	

Note :: All the above documents uploaded should be signed by the Competent authority and bear the seal of the Firm.

- The hard copies of the details of the enclosures including the technical compliance may be enclosed before the opening of the financial bid for finalising the selection of firms.***

Failing any of the above instructions, bid is liable for rejection.

Signature of authorized signatory
Name & Designation
Seal

BIDDER'S PROFILE
(Should be Uploaded on letter head of the firm)

Name of the Firm	
Address for Correspondence	
Contact Person Name and Designation	
Mobile and Fax	
Email ID for correspondence	
Type of Firm (Sole Proprietor/Manufacture/Partnership firm/Limited Company/Corporation/Society)	Registration Certificate of the Company or Dealer/Agent Certificate.
Income Tax Registration /PAN No. (pls. upload self-attested copy)	
GST registration Certificate (pls. upload self-attested copy)	
The annual gross turnover of the firm should not be less than Rs. 20 lakhs at least for three years during last five years. (pls. enclose Audited balance sheet and P&L account duly signed by CA or Self attested).	
a) 2015-16	
b) 2016-17	
c) 2017-18	
d) 2018-19	
e) 2019-20	
Upload the Compliance of Technical Specification as per Annexure IV	
Details of upload Tender fee	
Details of upload Bid Security fee	
Bank Details	
Name of the Bank	
Branch & Address	
Type of Account	
Account No.	
MICR NO.	
IFSC Code No.	

Signature of authorized signatory
Name & Designation
Seal
Schedule of Tender Article

ANNEXURE-III**TECHNICAL COMPLIANCE STATEMENT**

Sl.No.	Name of work/item	Specifications			Compliance report (Yes/No)
1	Cover page printing including paper cost (including front and back side – 4 pages)	Single colour	A4 Size	210 GSM IAC	
				210 GSM FAC	
				250 GSM IAC	
				250 GSM FAC	
				300 GSM IAC	
				300 GSM FAC	
		Multi colour	A4 Size	210 GSM IAC	
				210 GSM FAC	
				250 GSM IAC	
				250 GSM FAC	
				300 GSM IAC	
				300 GSM FAC	
		Single colour	¼ demy	210 GSM IAC	
				210 GSM FAC	
				250 GSM IAC	
				250 GSM FAC	
				300 GSM IAC	
				300 GSM FAC	
		Multi colour	¼ demy	210 GSM IAC	
				210 GSM FAC	
				250 GSM IAC	
				250 GSM FAC	
				300 GSM IAC	
				300 GSM FAC	
		Single colour	1/8 demy	210 GSM IAC	
				210 GSM FAC	
				250 GSM IAC	
				250 GSM FAC	
				300 GSM IAC	
				300 GSM FAC	
		Multi colour	1/8 demy	210 GSM IAC	
				210 GSM FAC	
250 GSM IAC					
250 GSM FAC					
300 GSM IAC					
300 GSM FAC					
Single colour	18.5X24.5	210 GSM IAC			
		210 GSM FAC			
		250 GSM IAC			
		250 GSM FAC			
		300 GSM IAC			
		300 GSM FAC			
Multi colour	18.5X24.5	210 GSM IAC			
		210 GSM FAC			
		250 GSM IAC			
		250 GSM FAC			

				300 GSM IAC	
				300 GSM FAC	
2	Inner pages printing including paper cost per leaf i.e. 2 pages to be quoted.	Single colour	A4 Size	70 GSM Maplitho paper of reputed brand	
				80 GSM Maplitho paper of reputed brand	
				90 GSM Maplitho paper of reputed brand	
				110 GSM (Art paper) – IA paper	
				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
				170 GSM (Art paper) – IA Paper	
				170 GSM (Art paper) – FA Paper	
				Multi colour	A4 Size
		80 GSM Maplitho paper of reputed brand			
		90 GSM Maplitho paper of reputed brand			
		110 GSM (Art paper) – IA paper			
		110 GSM (Art paper) – FA paper			
		130 GSM (Art paper) – IA Paper			
		130 GSM (Art paper) – FA Paper			
		170 GSM (Art paper) – IA Paper			
		Single colour	¼ demy	70 GSM Maplitho paper of reputed brand	
				80 GSM Maplitho paper of reputed brand	
				90 GSM Maplitho paper of reputed brand	
				110 GSM (Art paper) – IA paper	
				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
				170 GSM (Art paper) – IA Paper	
		Multi colour	¼ demy	70 GSM Maplitho paper of reputed brand	
				80 GSM Maplitho paper of reputed brand	
				90 GSM Maplitho paper of reputed brand	
				110 GSM (Art paper) – IA paper	
				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
170 GSM (Art paper) – IA Paper					
Single colour	1/8 demy	70 GSM Maplitho paper of reputed brand			
		80 GSM Maplitho paper of reputed brand			
		90 GSM Maplitho paper of reputed brand			
		110 GSM (Art paper) – IA paper			

				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
				170 GSM (Art paper) – IA Paper	
				170 GSM (Art paper) – FA Paper	
		Multi colour	1/8 demy	70 GSM Maplitho paper of reputed brand	
				80 GSM Maplitho paper of reputed brand	
				90 GSM Maplitho paper of reputed brand	
				110 GSM (Art paper) – IA paper	
				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
				170 GSM (Art paper) – IA Paper	
				170 GSM (Art paper) – FA Paper	
		Single colour	18.5X24.5	70 GSM Maplitho paper of reputed brand	
				80 GSM Maplitho paper of reputed brand	
				90 GSM Maplitho paper of reputed brand	
				110 GSM (Art paper) – IA paper	
				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
				170 GSM (Art paper) – IA Paper	
				170 GSM (Art paper) – FA Paper	
		Multi colour	18.5X24.5	70 GSM Maplitho paper of reputed brand	
				80 GSM Maplitho paper of reputed brand	
				90 GSM Maplitho paper of reputed brand	
				110 GSM (Art paper) – IA paper	
				110 GSM (Art paper) – FA paper	
				130 GSM (Art paper) – IA Paper	
				130 GSM (Art paper) – FA Paper	
				170 GSM (Art paper) – IA Paper	
				170 GSM (Art paper) – FA Paper	
3	Design and layout charges		All sizes	Including system work, tables, photographs, figures, etc.	
4	Lamination of cover page		All sizes	a) Glossy	
				b) Matt	
				c) Spot UV	
5	Binding charges per copy			a) perfect binding/Fuse binding-with section sewing	
				b) perfect binding/Fuse binding - Without section sewing	
				c) Hard binding	
				d) Center pinning	
				e) Side pinning	
				d) Wiro binding	
				e) Spiral binding	
6	Docket: Printing with		A4 size	300 GSM and above with outer	

	Provision of pouch*			lamination	
7	Brochures /Folders/ Handouts, Envelopes*		A4 size	170 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	
			A4 size	130 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	
			A3 size	170 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	
			A3 size	300 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	
8	Letter Head*		A4 Size	Multi colour printing on Executive bond paper	
9	Writing pad*		14 x 22 cm (Size No.6)	300 GSM Cover page with multi colour printing 75 GSM inner pages (40 sheets) Card board back cover Wiro binding	
			14 x 22 cm (Size No. 6)	170 GSM Cover page with multi colour printing 75 GSM inner pages (40 sheets) Card board back cover Pin binding with calco	
10	Photocopying	Black&White	A4 Size	75 GSM	
		Colour	A4 Size	75 GSM Glossy	
			A3 Size	110 GSM Glossy	
11.	Data books		1/8 th Crown (5" x 7 1/2")	No. of pages : 200 Paper: Cover page 1/2 pound Board, Inner 70 GSM paper Print : Single color Binding : Section Binding	
12.	Note sheet pads	Green sheet	Legal size	90GSM with IIMR logo	

TENDER ACCEPTANCE LETTER
(Should be Uploaded on letter head of the firm)

Date:

To,

.....
.....

Sub: Acceptance of terms and conditions of tender.

Tender Reference No.:

Name of tender/work:-

Dear Sir,

1. I/we have downloaded / obtained the tender documents(s) for the above mentioned 'Tender/work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. ----- to ----- (including all documents like annexure(s), schedules(s), etc.,) which form part of the contract agreement and I/we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality / entirety.
5. I/we do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public Sector Undertaking/ Central Autonomous Bodies.
6. I/we certify that all information furnished by the our Firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Signature of authorized signatory
Name & Designation
Seal

PRICE BID

(Reference for BOQ) (To be quoted in format provided on CPP Portal)

S.No.	Item	Quantity (No's)	Unit Price(₹)	Taxes(₹)	Total (₹.)
1.	Printing of Books, Booklets, Annual Reports, Brochures, Newsletters, Letter head, Writing pads, Envelopes etc.	As per our requirement	XXXXXX	XXXXXX	XXXXXX
			XXXXXX	XXXXXX	XXXXXX
Quoted Amount in words					

1. The above mentioned Price Bid format is provided as BoQ_XXXX.xls along with this tender document at <http://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in their offer/rates in the permitted column (coloured) and upload the same as Price Bid. **Bidder shall not tamper/modify the downloaded price bid template in any manner.** In case the price bid template is found to be tampered/modified in any manner, the corresponding bid will summarily be rejected and Bid Security would be forfeited and the Bidder is liable to be banned.
2. The rate shall be quoted in Indian Rupee only. In case, the bidder quoted price in foreign currency, prevailing exchange rate on the bid opening will be taken into account for price comparison.
3. The quoted price shall be inclusive of all taxes and duties. **The quoted price shall not be affected by any subsequent revision in the statutory taxes, duties etc.** In case, the bidder quoted price in foreign currency, approximate freight, insurance, local transport and other incidental expenses etc., will be added to arrive L1.
4. In case of any discrepancy in calculation of total amount, the total evaluated price in word will be considered for evaluation.
5. The quoted rates shall remain firm throughout the validity period of the bid/contract and no revision is permissible whatsoever may be the reason.
6. **Bidders are advised to quote taxes only in complete Indian rupees and not in percentage.**
7. **Price bid should not be quoted alongwith technical bid, otherwise bid will be rejected.**

Signature of authorized signatory
Name & Designation
Seal

Annexure VI

Item-wise price quoted(Reference for BOO) (To be quoted in format provided on CPP Portal)

Sl.No.	Name of work/item	Specifications		Rate	
1	Cover page printing including paper cost (including front and back side – 4 pages)	Single colour	A4 Size	210 GSM IAC	XXX
				210 GSM FAC	XXX
				250 GSM IAC	XXX
				250 GSM FAC	XXX
				300 GSM IAC	XXX
				300 GSM FAC	XXX
		Multi colour	A4 Size	210 GSM IAC	XXX
				210 GSM FAC	XXX
				250 GSM IAC	XXX
				250 GSM FAC	XXX
				300 GSM IAC	XXX
				300 GSM FAC	XXX
		Single colour	¼ demy	210 GSM IAC	XXX
				210 GSM FAC	XXX
				250 GSM IAC	XXX
				250 GSM FAC	XXX
				300 GSM IAC	XXX
				300 GSM FAC	XXX
		Multi colour	¼ demy	210 GSM IAC	XXX
				210 GSM FAC	XXX
				250 GSM IAC	XXX
				250 GSM FAC	XXX
				300 GSM IAC	XXX
				300 GSM FAC	XXX
Single colour	1/8 demy	210 GSM IAC	XXX		
		210 GSM FAC	XXX		
		250 GSM IAC	XXX		
		250 GSM FAC	XXX		
		300 GSM IAC	XXX		
		300 GSM FAC	XXX		
Multi colour	1/8 demy	210 GSM IAC	XXX		
		210 GSM FAC	XXX		
		250 GSM IAC	XXX		
		250 GSM FAC	XXX		
		300 GSM IAC	XXX		
		300 GSM FAC	XXX		
Single colour	18.5X24.5	210 GSM IAC	XXX		
		210 GSM FAC	XXX		
		250 GSM IAC	XXX		
		250 GSM FAC	XXX		
		300 GSM IAC	XXX		
		300 GSM FAC	XXX		
Multi colour	18.5X24.5	210 GSM IAC	XXX		
		210 GSM FAC	XXX		
		250 GSM IAC	XXX		
		250 GSM FAC	XXX		
		300 GSM IAC	XXX		
		300 GSM FAC	XXX		
2	Inner pages printing including paper cost per leaf i.e. 2 pages to	Single colour	A4 Size	70 GSM Maplitho paper of reputed brand	XXX
				80 GSM Maplitho paper of	XXX

be quoted.			reputed brand	
			90 GSM Maplitho paper of reputed brand	XXX
			110 GSM (Art paper) – IA paper	XXX
			110 GSM (Art paper) – FA paper	XXX
			130 GSM (Art paper) – IA Paper	XXX
			130 GSM (Art paper) – FA Paper	XXX
			170 GSM (Art paper) – IA Paper	XXX
			170 GSM (Art paper) – FA Paper	XXX
	Multi colour	A4 Size	70 GSM Maplitho paper of reputed brand	XXX
			80 GSM Maplitho paper of reputed brand	XXX
			90 GSM Maplitho paper of reputed brand	XXX
			110 GSM (Art paper) – IA paper	XXX
			110 GSM (Art paper) – FA paper	XXX
			130 GSM (Art paper) – IA Paper	XXX
			130 GSM (Art paper) – FA Paper	XXX
			170 GSM (Art paper) – IA Paper	XXX
	Single colour	¼ demy	70 GSM Maplitho paper of reputed brand	XXX
			80 GSM Maplitho paper of reputed brand	XXX
			90 GSM Maplitho paper of reputed brand	XXX
			110 GSM (Art paper) – IA paper	XXX
			110 GSM (Art paper) – FA paper	XXX
			130 GSM (Art paper) – IA Paper	XXX
			130 GSM (Art paper) – FA Paper	XXX
			170 GSM (Art paper) – IA Paper	XXX
	Multi colour	¼ demy	70 GSM Maplitho paper of reputed brand	XXX
			80 GSM Maplitho paper of reputed brand	XXX
			90 GSM Maplitho paper of reputed brand	XXX
			110 GSM (Art paper) – IA paper	XXX
			110 GSM (Art paper) – FA paper	XXX
			130 GSM (Art paper) – IA Paper	XXX
			130 GSM (Art paper) – FA Paper	XXX
			170 GSM (Art paper) – IA Paper	XXX
	Single colour	1/8 demy	70 GSM Maplitho paper of reputed brand	XXX
			80 GSM Maplitho paper of reputed brand	XXX
			90 GSM Maplitho paper of reputed brand	XXX
			110 GSM (Art paper) – IA paper	XXX
			110 GSM (Art paper) – FA paper	XXX
			130 GSM (Art paper) – IA Paper	XXX

				130 GSM (Art paper) – FA Paper	XXX
				170 GSM (Art paper) – IA Paper	XXX
				170 GSM (Art paper) – FA Paper	XXX
		Multi colour	1/8 demy	70 GSM Maplitho paper of reputed brand	XXX
				80 GSM Maplitho paper of reputed brand	XXX
				90 GSM Maplitho paper of reputed brand	XXX
				110 GSM (Art paper) – IA paper	XXX
				110 GSM (Art paper) – FA paper	XXX
				130 GSM (Art paper) – IA Paper	XXX
				130 GSM (Art paper) – FA Paper	XXX
				170 GSM (Art paper) – IA Paper	XXX
				170 GSM (Art paper) – FA Paper	XXX
				Single colour	18.5X24.5
		80 GSM Maplitho paper of reputed brand	XXX		
		90 GSM Maplitho paper of reputed brand	XXX		
		110 GSM (Art paper) – IA paper	XXX		
		110 GSM (Art paper) – FA paper	XXX		
		130 GSM (Art paper) – IA Paper	XXX		
		130 GSM (Art paper) – FA Paper	XXX		
		170 GSM (Art paper) – IA Paper	XXX		
		Multi colour	18.5X24.5	70 GSM Maplitho paper of reputed brand	XXX
				80 GSM Maplitho paper of reputed brand	XXX
				90 GSM Maplitho paper of reputed brand	XXX
				110 GSM (Art paper) – IA paper	XXX
				110 GSM (Art paper) – FA paper	XXX
				130 GSM (Art paper) – IA Paper	XXX
				130 GSM (Art paper) – FA Paper	XXX
				170 GSM (Art paper) – IA Paper	XXX
				170 GSM (Art paper) – FA Paper	XXX
3	Design and layout charges		All sizes	Including system work, tables, photographs, figures, etc.	XXX
4	Lamination of cover page		All sizes	a) Glossy	XXX
				b) Matt	XXX
				c) Spot UV	XXX
5	Binding charges per copy			a) perfect binding/Fuse binding-with section sewing	XXX
				b) perfect binding/Fuse binding - Without section sewing	XXX
				c) Hard binding	XXX
				d) Center pinning	XXX
				e) Side pinning	XXX
				d) Wiro binding	XXX
e) Spiral binding	XXX				

6	Docket: Printing with Provision of pouch*		A4 size	300 GSM and above with outer lamination	XXX
7	Broachers /Folders/ Handouts*		A4 size	170 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	XXX
			A4 size	130 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	XXX
			A3 size	170 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	XXX
			A3 size	300 GSM paper Including designing, system work, tables, photographs, figures, etc., Multicolour printing including paper cost	XXX
8	Letter Head*		A4 Size	Multi colour printing on Executive bond paper	XXX
9	Writing pad*		14 x 22 cm (Size No. 6)	300 GSM Cover page with multi colour printing 75 GSM inner pages (40 sheets) Card board back cover Wiro binding	XXX
			14 x 22 cm (Size No. 6)	170 GSM Cover page with multi colour printing 75 GSM inner pages (40 sheets) Card board back cover Pin binding with calco	XXX
10	Photocopying	Black White	A4 Size	75 GSM	XXX
		Colour	A4 Size	75 GSM Glossy	XXX
				110 GSM Glossy	XXX
A3 Size	300 GSM Glossy	XXX			
11.	Data books		1/8 th Crown (5" x 7 1/2")	No. of pages : 200 Paper: Cover page 1/2 pound Board, Inner 70 GSM paper Print : Single color Binding : Section Binding	
12.	Note sheet pads	Green sheet	Legal size	90GSM with IIMR logo	

Note: Rate to be quoted per page basis for a minimum of 500 copies of a book.

* For Sl.No. 6-9 quote for 1000 copies. Technical bid will be qualified only if the bidder is quoting for all the works/items (Sl.Nos1-8) which has to be indicated in the compliance table of technical bid. If the bidder fails to quote for even a single item under any work/item the entire technical bid will be rejected. The L1 will be decided based on overall lowest considering all the works/items and no item-wise work will be allotted.

- The printer must provide 3 black & white and 2 color proof printouts as required by the indenter
- The indenter may ask for any number of proofs (soft copies) of the publication before finalizing final prints. However the number of black & white and color printouts is restricted as above
- The firms must provide PDF version/M.S Office word format of final publication along with hard copies
- GST/Any other charge, please specify
- If Institute desires to print other sizes, which are not mentioned above, the nearest rates will be applicable
- Any graphic image containing logos, GIS maps, Screen slots posted will be considered as photos only
- Intentional blank pages left are also considered as print pages
- The input content will be provided in the form of MS-Word and images JPEG format

Date: _____

Place: _____

Signature of authorised official of the firm
(With seal and stamp)

Name: _____

Designation: _____

Bid Securing Declaration Form

To

(Insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)
in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)
Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)