

**TENDER DOCUMENT  
FOR RATE CONTRACT FOR  
HIRING OF BUSES AT  
NESAC UMIAM**

**जून /June 2025**

**भारत सरकार/Government of India  
अंतरिक्ष विभाग/Department of Space  
उत्तर/पूर्वी अंतरिक्ष उपयोग केंद्र-North Eastern Space Applications Centre  
उमियम/Umiam-793103, मेघालय/Meghalaya**

**भारतसरकार/Government of India**  
**अंतरिक्षविभाग/Department of Space**  
**उत्तर-पूर्वीअंतरिक्षउपयोगकेंद्र/North Eastern Space Applications Centre**  
**उमियम/Umiyam - 793103, मेघालय/ Meghalaya**

फैक्स/Fax: 0364-2570043  
फोन/Tel.: 0364-2570036  
ईमेल/Email: purchase.nesac@nesac.gov.in

**निविदा आमंत्रण सूचना/ NOTICE INVITING TENDER**

निदेशक एनईसैक, उमियम, मेघालय, प्रतिष्ठित ठेकेदारों/फर्मों से निम्नलिखित के लिए दो बोली में मोहरबंद प्रस्तावों को आमंत्रित करते हैं / Director, NESAC, Umiyam, Meghalaya, India invites sealed offers in two bids from reputed Service Providers, Firms, Contractors etc for the following:

एनआईटी सं./ NIT No.	कार्य का नाम/ NAME OF THE WORK	इएमडी(₹) डीडी के रूप में/ EMD (₹) IN THE FORM OF DD	निविदा शुल्क/ TENDER FEE (₹)
NESAC/1791/2024	RATE CONTRACT FOR HIRING OF BUSES AT NESAC UMIAM	₹ 63,000/-	₹ 500/-

निविदा दस्तावेजों के विक्रय का दिनांक/Dates for selling of tender documents : 06.06.2025 to 23.06.2025

निविदा दस्तावेजों को जमा करने की अन्तिम तिथि व समय/Last date & Time for submission of tender documents : 23.06.2025 upto 13:00 Hrs.

निविदा खोलने की तिथि, समय व स्थान/Date, Time & Venue of Bid Opening : 23.06.2025. at 15:30 Hrs at एनईसैक, उमियम/ NESAC, Umiyam

**निविदाकारों को निर्देश/Instructions to Tenderers:**

- पूर्ण विवरण और नियम एवं शर्तों आदि के लिए कृपया संलग्नक अनुलग्नक देखें।/For full details and terms and conditions etc., please see the enclosed Annexures
- निविदा दस्तावेज क्रय अधिकारी, एनईसैक, उमियम से प्राप्त किए जा सकते हैं।/Tender documents can be obtained from the Purchase Officer, NESAC, Umiyam.
- निविदा शुल्क का भुगतान केवल क्रॉसड डिमांड ड्राफ्ट के रूप में किया जाएगा। डिमांड ड्राफ्ट भारतीय स्टेट बैंक, उमियम (शाखा कोड 2010) पर निदेशक, एनईसैक के नाम पर होना चाहिए। निविदा शुल्क नॉन-रिफंडेबल है। निविदा शुल्क के साथ आपका अनुरोध पत्र उपरोक्त अनुसार क्रय अधिकारी को संबोधित किया जा सकता है।/Tender Fee shall be paid in form of CROSSED Demand Draft only. The Demand Draft should be in favor of Director, NESAC drawn on State Bank of India, Umiyam (branch Code 2010). The Tender Fee is NON-REFUNDABLE. Your request letter along with Tender Fee may be addressed to the Purchase Officer as indicated above.
- इच्छुक निविदाकार, अपने विकल्प पर, एनईसैक वेबसाइट [www.nesac.gov.in](http://www.nesac.gov.in) से निविदा दस्तावेज डाउनलोड कर सकते हैं और निविदा अधिसूचना में दिए गए विवरण के अनुसार निर्धारित निविदा शुल्क के साथ निविदा दस्तावेज जमा कर सकते हैं।/Interested tenderers may, at their option, download the tender documents from the NESAC website [www.nesac.gov.in](http://www.nesac.gov.in) and submit the Tender Document along with the prescribed tender fee as per details given in the tender notification.
- निविदा दस्तावेजों के लिए अनुरोध करते समय, कृपया कवर पर निविदा सूचना संख्या..... के समक्ष "निविदा दस्तावेजों के लिए अनुरोध लिखें"।/While requesting for Tender Documents, please super scribe on the cover as "Request for Tender document against **Tender Notice No. NESAC/1791/2024.**
- नियत तिथि/समय के बाद प्राप्त निविदा दस्तावेज पर विचार नहीं किया जाएगा।/Tender Document received after the due date/time will not be considered.
- सीलबंद कोटेशन/प्रस्ताव भेजते समय लिफाफे पर संबंधित निविदा संख्या और देय तिथि अंकित करें।/While sending sealed quotation/offer superscribed respective Tender Number and Due Date on the envelope.
- एनईसैक, उमियम किसी भी डाक विलंब/पारगमन में दस्तावेजों के नुकसान के लिए जिम्मेदार नहीं है।/NESAC, UMIAM is not responsible for any postal delays/loss of documents in transit.
- यदि निविदाएं जमा करने/खोलने के लिए निर्दिष्ट तिथि को अचानक छुट्टी घोषित कर दी जाती है, तो ऐसे मामलों में निविदाएं जमा करने/खोलने की नियत तारीख स्वचालित रूप से अगले कार्य दिवस के लिए स्थगित कर दी जाएगी।/If the date specified for submission/opening of tenders is declared as a holiday abruptly, the due date for submission/opening of the tenders in such cases shall be postponed automatically to the next working day.
- निदेशक, एनईसैक के पास किसी/या सभी कोटेशन/रुचि की अभिव्यक्ति को आंशिक या पूर्ण रूप से स्वीकार या अस्वीकार करने का अधिकार सुरक्षित है।/Director, NESAC reserves the right to accept or reject any/or all the quotations/Expression of Interest in part or full.
- निविदा दस्तावेजों का हिस्सा बनने वाले सभी पृष्ठों पर विधिवत हस्ताक्षर, मुहर लगी होनी चाहिए और एनईसैक को जमा किया जाना चाहिए। जिन पृष्ठों पर हस्ताक्षर और मोहर नहीं लगी है उन्हें अवैध माना जाएगा और अस्वीकार कर दिया जाएगा।/All pages forming part of the tender documents should be duly signed, stamped and submitted to NESAC. Pages not signed and stamped will be considered invalid and rejected.**

दिनांक/Date:

हस्ता/Sd/-  
निदेशक, एनईसैक/ Director NESAC

**PART- I TECHNICAL BID****STATEMENT OF TECHNICAL EVALUATION FOR RATE CONTRACT FOR HIRING OF BUSES AT NESAC UMIAM**

SL.NO	TERMS & CONDITIONS	COMPLIANCE	REMARKS
1	The Rate Contract for hiring of Buses will be initially for a period of 01 (one) year and if service found satisfactory then the contract will be extended for another 01 (one) year. However, NESAC reserves the right to continue the contract for a further period of one year upon mutual consent or curtail the period of contract as maybe decided by NESAC.		
2	The Contractor should submit <b>Earnest Money Deposit at ₹63,000/-</b> in the form of Demand Draft in favor of Director, NESAC drawn on State Bank of India, Umiam (Branch Code 2010). In case the Contractor/bidder's withdrawing or altering its bid during the bid validity period the whole EMD amount will be forfeited.		
3	The contract for hiring of bus will be for office use for which NESAC requires one commercial Bus per day for staff conveyance from Shillong to NESAC, Umiam and back and other official duties at any given point of time. During office hour, the usage of the bus shall be as per the instructions of the Administrative Officer, NESAC Umiam.		
4	The contractor should be capable of supplying more than 2 buses on a specified occasion for which information will be given in advance.		
5	<b>Eligibility Criteria:</b>		
	i The bidder has to own a minimum of 01 bus in the bidder's name or should have a lease agreement with the owner and the bus to be provided to NESAC should be in good running condition with not older than 2020 registration.		
	ii The bidder must have a valid registration certificate of the firm/establishment / agency.		
	iii Documentary evidence for the buses fleet strength with details such as models, registration number, insurance, etc., should be included in the technical bid.		
	iv The bidder must have PAN/Adhaar Card		
	v A copy of Income Tax Clearance / Exemption Certificate.		
	vi The bidder must have GST registration certificate.		
	vii The bidder should have at least 06 months experience in supplying of vehicles to any Government Offices/PSUs/Public Sector Bank, Hotel, etc./ Documentary evidence to be submitted.		
	viii Undertaking to be furnished by the bidder as per Annexure A that the Contractor is having no legal suit/criminal case pending against its proprietor or any of its Directors (in the case of Private Ltd. Company) or having not been earlier convicted on grounds of moral turpitude or for violation of laws in force.		

	ix	Non-tribal contractors should produce/furnish valid "Trading License" issued by the Khasi Hills Autonomous District Council (KHADC).		
	x	The bidder should have an office at East Khasi District/ Ri Bhoi District..		
6		The drivers deployed must be in good health, well mannered, well behaved, even tempered and should have minimum VIII <sup>th</sup> standard qualification and should perform the duties entrusted to him properly. He must possess a valid driving license and must report for duty in uniform with name badge at all times. <b>The character and Antecedent verification of the driver from competent authority i.e. District Police should be done and the same should be submitted to Administrative Officer before commencement of the contract.</b>		
7		The contractor should ensure that the buses report for the duty with sufficient fuel and also arrange to provide sufficient money for fuel, toll charges, etc.,		
8		In case of any strike or bandh, civil commotions and other disturbances, the contractor should make earnest efforts for plying the buses as usual and if any problem arises, the same should be intimated to Administrative Officer immediately and follow his instructions.		
9		In case the bus reports to or is released from NESAC, a maximum of 10 km or the actual distance whichever is less between the office of the bus contractor and NESAC shall be entertained as idle distance for payment. In case the bus either reports or is released to/from any other point in the city other than NESAC, then the actual distance between the office of the bus contractor and reporting / releasing point shall be entertained as idle distance for payment. The entries of these idle time and distance in the log sheets at the beginning and at the end are to be made by the contractor.		
10		Payment will be made based on actual usage.		
11		The Journeys trips at NESAC is divided into followings three categories:		
	i	Local trips i.e. within the State of Meghalaya.		
	ii	Outstation trips (Trips outside the State of Meghalaya)		
	iii	Monthly Basis trip (Vehicles hired for all working Days in a month)		
12		<b>Category of buses</b>		
	i	<b>For Local trips duties and Outstation duties:</b> The category of bus required are buses having the seating capacity of either 24 (twenty four), 32 (thirty two) or 40 (forty two).		
	ii	<b>For Monthly Basis</b> The seating capacity of the bus for daily conveyance should not be less than 40 seats for passengers		

iii	<b>For Local trips duties:</b> For local trips, the number of hours for which the bus is hired is the basis for deciding the applicable slab. Whenever the actual running exceeds the maximum kilometers for a particular hour slab, the extra kilometer rate is to be taken into account. Similarly, whenever the usage exceeds the time limit indicated in the slab, the next slab is to be taken in to account even though the number of kilometer does not cross the limit indicated in the slab. However, rate / hour (waiting charge) agreed will be applicable only beyond 15 hours.		
14	<b>For outstation duties:</b>		
i	In case of outstation trips, contractors are allowed to use the 2nd log sheet only after a continuous period of 24 hours. For any continuous duty beyond 12 hours (but within 24 hours), the bills will be regulated as per the terms specified in the contract.		
ii	Vehicle should report to duty with sufficient fuel and drivers also should take food before reporting to duty. NESAC will not allow the bus to stop on the way for fuel and food. Contravention of which will lead to penalty as per Sr No. 36. <b>Driver will not be entitled to any privileges from NESAC including boarding, fooding and lodging charges. For outstation trips they need to make their own arrangements.</b>		
15	<b>Monthly Basis Trip:</b>		
i	The seating capacity of the bus for daily conveyance should not be less than 40 seats for passengers with a height of up to 2.8 metres or less and only single axles with gross weight not beyond 09 (nine) metric tonnes.		
ii	The vehicle shall be hired for 270 hrs (2000 kms) in a month.		
iii	Whenever the actual running exceeds the maximum kilometers (2000 kms) for a particular month, the rate per extra kilometer is to be taken into account. Similarly, whenever the usage exceeds the time limit (270 hrs) even though the number of kilometer does not cross 2000 kms, rate per hour agreed will be applicable only beyond 270 hrs.		
iv	The log sheets should be maintained for bus hired for conveyance on monthly basis.		
v	The monthly basis vehicle should have sufficient fuel and driver should have sufficient money as the vehicle can be used for any emergency duty where so decided by Administrative Officer. Therefore contractor should deploy buses which have multistate permit (particularly Assam). The bus & driver should be always ready for such duty.		
16	In case of change of driver/bus the contractor should inform to The Administrative Officer, NESAC, Umiam well in advance along with full bio-data/documents of the driver/bus.		
17	The buses provided by Contractor should be free from court cases.		
18	NESAC will re-imburse the expenditure incurred towards Inter-State permit charges, toll charges, parking charges, etc., on production of original receipts issued by state government/local authorities only when certified by the user. NESAC will not bear any cost towards operation, repair, maintenance, fuel and oil, servicing, wages of drivers, garage fees, insurance; road tax, fooding and lodging for the driver, etc. The complete liability in such cases will be that of the bus contractor.		
19	All cost and liabilities arising out of any accident or traffic offence		

	are solely the responsibility of the bus contractor. NESAC officials will not be a party to any dispute arising out of accident or traffic offence. NESAC shall not indemnify against any claims or law suits by a third party in case of accidents resulting in loss of property, injury and death.		
20	In case of breakdown of any bus, the replacement should be provided by the contractor and no idle km and time will be entertained for replacement vehicle.		
21	Payment will be made within 15 days from the date of submission of valid bills. Bills should be submitted on monthly basis.		
22	In case, there is an increase/ decrease in the fuel rate by 10%, subsequently there will also be an increase / decrease in the rate/km by 3%. The current fuel (diesel) price/litre may be mentioned in Sl. No 4 of the Price Bid.		
23	NESAC will provide a specimen log sheet to the contractor. Contractor should ensure that the driver reports for the duty along with required number of log sheets. It is the responsibility of the driver to obtain signature of the bus users after they fill all the columns of the log sheets for each trip. Incomplete and illegible log sheets will not be entertained for payment. Any corrections in the log sheet should be attested by the users. Contractor should give strict instructions to the drivers that they should not make any entries in the log sheets other than the entries of travel between the first reporting point and the releasing point.		
24	NESAC reserves the right to terminate the contract in the following cases:		
a	NESAC suffers due to frequent breakdown of the buses in route or any lapse in providing required services as per terms and conditions specified.		
b	Frequent stoppage of vehicles mid-way due to poor maintenance, lack of fuel, accident, misbehaviour/in-discipline of the driver etc.		
c	Suffer any pecuniary loss due to rash and negligence driving of the driver/bus to NESAC/ user Staff.		
25	<b>FALL CLAUSE:</b> The rates charged under the contract by the contractor should in no event exceed the lowest price at which the contractor charges / services of identical description to any other DOS units during the period of contract.		
26	<b>NESAC RESERVES THE RIGHT:</b>		
a	To enter into parallel rate contract simultaneously or at any time during the period of contract with one or more contractors.		
b	To place on ad-hoc contract or contract simultaneously or at any time during the period of the contract with one or more tender.		
c	To cancel the contract at any time without assigning any reason whatsoever.		
d	To Cancel the Contract in case the contractor violate to any terms and conditions of the Contract and forfeiting of performance security deposit in part or in full as deem fit by NESAC		
27	<b>Performance Security Deposit</b>		
	On acceptance of the Contract, the Contractor shall, at the option of the Purchaser and within the period specified, deposit a performance Security Deposit in the form of Performance Bank		

	<p>Guarantee (executed on non-judicial stamp paper of ₹200/-, and shall be valid for a period of sixty days beyond the date of expiry of the contract as per format enclosed in Annexure-F) or Bank FDR of 5% of the annual contract value of the 40 seater bus. If the Contractor is called upon by the Purchaser to deposit, 'Security' and the Contractor fails to provide the security within the period specified, such failure shall constitute a breach of the Contract, and the Purchaser shall be entitled to make other arrangements for the services Contracted at the risk of the Contractor in terms of Sub-Clause (i) and (ii) of clause below and/or to recover from the Contractor, damages arising from such cancellation. To forfeit the Performance Security deposit in full or a portion of it as deem fit by the purchaser.</p> <p>(i) to get the services from elsewhere, without notice to the Contractor on the account and at the risk of the Contractor, the services not delivered or others of a similar description (where others exactly complying with the particulars, are not, in the opinion of the purchaser, readily serviceable, such opinion being final) without cancelling the Contract in respect of the consignment (s) not yet due for delivery, or</p> <p>(ii) to cancel the Contract in full or a portion thereof and if so desired to get the services or authorise the services not so delivered or others of a similar description (where others exactly if complying with the particulars are not, in the opinion of the purchaser, readily serviceable) at the risk and cost of the Contractor</p>		
28	<b>Jurisdiction:</b> The Courts of Nongpoh only shall have the jurisdiction to deal with the award and decide and matter relating to the disputes arising out of the contract.		
29	<b>Subletting of contract:</b> The Contractor shall not be allowed to transfer, assign, pledge or subcontract its rights and liabilities under the contract under any other agency.		
30	<b>Documents required along with the offer:</b> The Contractor is required to enclose photocopies of the following documents along with the offer failing which their bids should be summarily/outrightly rejected and should not be considered any further.		
a	A copy of valid registration certificate of the firm/establishment / agency.		
b	Documentary evidence for the buses fleet strength with details such as models, registration number, insurance, etc., should be included in the technical bid.		
c	A copy of PAN/Adhaar Card		
d	A copy of Income Tax Clearance / Exemption Certificate.		
E	A copy of GST registration certificate.		
f	The contractor should have at least 06 months experience in supplying of vehicles to any Government Offices/PSUs/Public Sector Bank, Hotel, etc./ Documentary evidence to be submitted.		
g	Undertaking to be furnished by the Contractor as per Annexure A that the Contractor is having no legal suit/criminal case pending against its proprietor or any of its Directors (in the case of Private Ltd. Company) or		

		having not been earlier convicted on grounds of moral turpitude or for violation of laws in force.		
	h	Non-tribal contractors should produce/furnish valid "Trading License" issued by the Khasi Hills Autonomous District Council (KHADC). If somehow the suppliers/firms fail to submit the Trading License with the quotation/technical bid of the tender documents, the contractor must assure in writing that they will submit the same before releasing of PO. It may be noted that the even though selected, PO shall not be released without furnishing the attested copy of Trading License.		
31	<b>Breach of the Contract</b>			
i	The Contractor will be bound by the details furnished by him/her to NESAC while submitting the tender or at subsequent stage. In case, any of such documents furnished by him / her is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable for legal action.			
ii	Violation to any of terms and conditions of the Tender/Contract will be deem as breach of the Contract making him/her liable for legal action including cancellation of the contract and forfeiting of bid security (EMD) /performance security deposit			
32	NESAC shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by Contractor in the course of their performing the functions/duties, or for payment towards any compensation.			
33	<p>The Service Provider/Bidder shall furnish a declaration of their "NEAR RELATIVE" working/employed in NESAC. The meaning of "NEAR RELATIVE" is explained below. The Declaration pro-forma is made available at Annexure-E.</p> <p>The near relative (s) means: a) "Spouse b) The one is related to the other in a manner as father, mother, son(s) &amp; son's wife (daughter-in-law), daughter(s) &amp; daughter's husband (son-in-law), brother(s) and brother's wife, sister, sister-in-law, sister's husband (brother-in-law) in relation to the Partner / Shareholders / Directors / Executives / Office bearers of the Service Provider".</p>			
34	Any disputes that arise during the execution of contract will be mutually discussed and settled between NESAC Contract-In-Charge/Focal Person and Service Provider. Any dispute that remains unresolved thereafter will be referred to a one-man Arbitrator, appointed by Director, NESAC, Umiam, Meghalaya in accordance with Arbitration & Conciliation Act 1996 as amended from time to time, whose decision shall be final and binding on both the parties.			
35	NESAC will pay applicable GST as per the prevailing rates. The same should be mentioned clearly and separately by the contractor in the bids otherwise it will be treated as inclusive.			
36	If contractor fails to observe the following, a penalty of ₹1000/- per bus will be imposed and deducted from the bill of the contractor on each of such occasions.			
	a	Failure to provide bus on any day		



	b	Failure to provide suitable bus in case of breakdowns		
	c	Failure to perform trips and duties within the specified time and at a given point		
	d	Failure to maintain copies of valid documents, spare wheel and associated tool kit in the buses.		
	e	Failure to unkeep the bus in neat and clean condition		
	f	Late reporting of the bus		
	g	Change of bus without prior information		
	h	Change of driver without prior permission		
	i	No Cell Phone with driver		
	j	Driver without uniform and name badge (Full sleeve shirt and full length trouser)		
37	Director, NESAC has the right to include additional Terms & Conditions in the P.O/W O			
38	<p><b><u>MAKE IN INDIA (MII) CONDITIONS</u></b></p> <p>For this procurement, bids from Class I &amp; class II Local Suppliers are admissible. Hence provisions contained in Public Procurement (Preference to Make in India), Order 2017 issued by Department for Promotion of Industry and Internal Trade (DIPP), Ministry of Commerce &amp; Industries vide letter No. P45021/2/2017 PP(BE II) dated 04.06.2020 and subsequent amendment &amp; directives shall be followed. Accordingly, offer will be evaluated &amp; processed in conformation with above referred GOI order (Specially mentioned below). The bidder shall provide compliance and undertaking as per order and hereafter amendments:</p> <ol style="list-style-type: none"> <li>Order no: F.No.6/18/2019 PPD dated 23.07.2020 of Department of Expenditure), Ministry of Finance Under Public procurement division for the General Financial rule (GFRs).</li> <li>Class I local supplier means a supplier or service provider, whose goods, service or works offered for procurement, has local content equal to or more than 50%, as defined under order.</li> <li>Class II local supplier means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50%, as defined under this Order.</li> <li>Bidders offering imported products will fall under the category of Non-local suppliers. They cannot claim themselves as Class I Local suppliers/Class II Local suppliers by claiming the services such as transportation, insurance, installation, commissioning, training and after sales service</li> <li>support like AMC/CMC etc. as local value addition</li> <li>Verification of local content: <ol style="list-style-type: none"> <li>The Class I local supplier/ Class II local supplier at the time to tender, bidding or solicitation shall be required to indicate percentage of local content and provide selfcertification that the item offered meets the local content requirement for Class I local supplier</li> </ol> </li> </ol>			

	<p>/ Class II local supplier as the case may be. They shall also give details of the location(s) at which the local value addition is made.</p> <p>ii In case bid value is in excess of Rs. 10 Cr., Class I local supplier/ Class II local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.</p> <p>iii. False declarations will be in breach of the code of Integrity under Rule 175(1) (i) (h) of the General Financial Rules (GFR) for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the general Financial Rules along with such other actions as may be permissible under Law</p>		
39	Compliance to:		
	(a) Annexure B		
	(b) Annexure C		
	(c) Annexure D		
	(d) Annexure E		

**UNDERTAKING**

I, \_\_\_\_\_ Son/Daughter/Wife of Shri \_\_\_\_\_,  
Proprietor/Director /authorized signatory of \_\_\_\_\_ (agency/ Firm 's name), is  
having no legal suit/criminal cases pending against the propriety/any of its Directors or having  
not been earlier convicted on any grounds of moral turpitude or for violation of any laws in force.

Signature of authorized person

Date:

Full Name:

Seal:

Place:

**RATE CONTRACT FOR HIRING OF BUSES AT NESAC, UMIAM**

1. Name of Tendering Company/ : \_\_\_\_\_  
Firm / Agency  
(Attach certificate of registration)
2. Name of Proprietor / Director : \_\_\_\_\_  
of Company/Firm/Agency  
\_\_\_\_\_
3. Full Address of Reg. Office : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Telephone & Mobile No. : \_\_\_\_\_  
Fax No. : \_\_\_\_\_  
E-Mail Id : \_\_\_\_\_
4. Full address of Operating / : \_\_\_\_\_  
Branch Offices  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Telephone & Mobile No. : \_\_\_\_\_  
Fax No. : \_\_\_\_\_  
E-Mail Id : \_\_\_\_\_
5. PAN / Adhaar No. : \_\_\_\_\_  
(Attach copy)
6. GST Registration No. : \_\_\_\_\_  
(Attach attested copy)
7. Bank Account No. with : \_\_\_\_\_  
Name and address of the Bank  
\_\_\_\_\_  
with Statements for the Last Six months (Attach Attested Copy)

8. Give details of the major similar contracts from Companies/Govt. Establishments handled by the tendering Company/Firm/Agency during the last 3 years in the following format: Also attach copy of agreement made by the company for each case.

Sl. No.	Details of client along with address, telephone and Fax numbers	Contract Amount Rupees in Lakh	Duration of Contract	
			From	To
1.				
2.				
3.				

**Signature of the Tenderer  
along with Rubber Stamp**

**DECLARATION**

1. I, \_\_\_\_\_ Son / Daughter / Wife of  
Shri \_\_\_\_\_ Proprietor/Director/authorized signatory of  
the agency/Firm, mentioned above, is competent to sign this declaration and  
execute this tender document;
2. I have carefully read and understood all the terms and conditions, scope of work  
of the tender Rate Contract for Hiring of buses required for NESAC and  
undertake to abide by them;
3. The information / documents furnished along with the quotation are true and  
authentic to the best of my knowledge and belief. I / we, am / are well aware of  
the fact that furnishing of any false information / fabricated document would  
lead to rejection of my tender at any stage besides liabilities towards  
prosecution under appropriate law.

Date:

Place:

Signature of authorized person

Full Name:

Seal:

**DECLARATION ON "NEAR RELATIVE"**

1. I, \_\_\_\_\_ the undersigned being the Proprietor/Director/authorized signatory of the agency/Service Provider, of \_\_\_\_\_ (name of the firm) hereby declare that, there is **NO NEAR RELATIVE (as defined in Sl. No. 33 of the Terms and conditions)** of the Proprietor/Director/authorized signatory of the agency/ Service Provider working at North Eastern Space Applications centre, Government of India, Department of Space, Ri Bhoi District Umiam 793103, Meghalaya

**OR**

2. I, \_\_\_\_\_ the undersigned being the Proprietor/Director/authorized signatory of the agency/ Service Provider, of \_\_\_\_\_ (name of the firm) hereby declare that, the following official(s) working at North Eastern Space Applications centre, Government of India, Department of Space, Ri Bhoi District Umiam 793103, Meghalaya **are my near relative (as defined in Sl. No.32 of the Terms and conditions)**

Sl No.	NAME OF THE NESAC OFFICIAL	RELATIONSHIP (as defined in Sl. No.33 of the Tender Terms and conditions)

3. The above declaration is true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information against the above would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

Signature of authorized person  
Full Name:

## INSTRUCTION TO TENDERS

1. Tender fee & Earnest Money Deposit shall be payable only in the form of bank draft drawn in favour of Director, North Eastern Space Applications Centre (NESAC), payable SBI, Barapani (02010). No other mode of payment for tender fee is acceptable.
2. Vendors/firms name and tender no. shall be indicated on the reverse side of the Demand Draft.
3. Detailed specification, terms and conditions are furnished in the tender documents.
4. DD should not be dated prior to the date of advertisement / intimation / website. Separate requests and demand drafts shall be sent for each tender document.
5. Quotations received without payment of tender fee will be treated as unsolicited.
6. Quotation shall be valid for a period of **NINETY** days from the date of opening.
7. Quotations received after the due date and time will not be considered.
8. If tender opening date happens to be public holiday tender will be opened on the next Working day & interested. Vendors may depute their Representatives with proper authorization letter to attend the Public Tender opening.
9. Request for the extension of the due date will not be considered.
10. Director, NESAC reserves the right to accept or reject any tenders in part or full without assigning any reasons thereof.
11. Late tenders and delayed tenders will not be considered.
12. **a) All taxes/duties/levies whether by Central/State/Local government where legally leviable and intended to be claimed should be distinctly shown separately (in percentage and words) in the tender, otherwise price quoted will be treated as inclusive of all taxes.**  
  
**While quoting the tender, the tenderer should take into account all the extant statutory deductions under Central/State/Local statutes where legally leviable and show it separately (in percentage and words) and if not separately shown it will be treated as inclusive of all statutory deductions applicable as per the extant statutes.**  
  
**b) Our's being a Department of Government of India, we are exempted from payment of Excise Duty/Customs Duty.**
13. As a Government of India Department, this office is exempted from payment of Octroi and similar local levies. Tenderers shall ensure that necessary Exemption Certificates are obtained by them from the Accounts Officer, I/C Purchase & Stores to avoid any payment of such levies.
14. Prices are required to be quoted accordingly as indicated in the Price bid (Part II).
15. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.
16. The authority of the person signing the tender, if called for, should be produced.



## निविदा के नियम एवं शर्तें /TERMS & CONDITIONS OF TENDER

### 1. परिभाषाएं /DEFINITIONS:

- a) 'क्रेता' शब्द का अर्थ निदेशक, एनईसैक होगा।/The term 'Purchaser' shall mean Director, NESAC.
- b) 'ठेकेदार' शब्द का अर्थ होगा, वह व्यक्ति, फर्म या कंपनी जिसके साथ या जिसके साथ स्टोर्स की आपूर्ति का आदेश दिया गया है और इसमें ठेकेदार के उत्तराधिकारी, प्रतिनिधि, उत्तराधिकारी, निष्पादक और प्रशासक शामिल माने जाएंगे जब तक कि उन्हें अनुबंध से बाहर नहीं किया जाता है।/The term 'Contractor' shall mean, the person, firm or company with whom or with which the order for the supply of stores is placed and shall be deemed to include the Contractor's successors, representative, heirs, executors and administrators unless excluded by the Contract.
- c) 'स्टोर' शब्द का अर्थ यह होगा कि ठेकेदार अनुबंध के तहत आपूर्ति करने के लिए सहमत है जैसा कि क्रय आदेश में निर्दिष्ट है जिसमें संयंत्रों और मशीनरी का निर्माण और उसके बाद का परीक्षण शामिल है, क्या ऐसी शर्त को क्रय आदेश में शामिल किया जाना चाहिए।/The term 'Stores' shall mean what the Contractor agrees to supply under the Contract as specified in the Purchase Order including erection of plants & machinery and subsequent testing, should such a condition be included in the Purchase Order.
- d) 'क्रय आदेश' शब्द का अर्थ क्रेता की ओर से विधिवत अधिकृत अधिकारी द्वारा हस्ताक्षरित संचार, उक्त संचार में उल्लिखित या संदर्भित नियमों और शर्तों पर क्रेता की ओर से स्वीकृति की सूचना देते हुए दुकानों या संयंत्र, मशीनरी की आपूर्ति के लिए ठेकेदार की निविदा या प्रस्ताव को स्वीकार करना या उपकरण या उसका भाग होगा।/The term 'Purchase Order' shall mean the communication signed on behalf of the Purchaser by an Officer duly authorized intimating the acceptance on behalf of the Purchaser on the terms and conditions mentioned or referred to in the said communication accepting the tender or offer of the Contractor for supply of stores or plant, machinery or equipment or part thereof.

### 2. कीमतें /PRICES:

निश्चित कीमतों की पेशकश करने वाली निविदा को प्राथमिकता दी जाएगी। जहां एक निविदाकर्ता द्वारा मूल्य भिन्नता खंड पर जोर दिया जाता है, उचित सीमा के साथ कोटेशन प्रस्तुत किया जाना चाहिए। इस तरह के प्रस्तावों को हमेशा निविदा के समय ध्यान में रखे गए आधार मूल्य और ऐसे किसी भी बदलाव के फार्मूले द्वारा समर्थित किया जाना चाहिए।/Tender offering firm prices will be preferred. Where a price variation clause is insisted upon by a tenderer, quotation with a reasonable ceiling should be submitted. Such offers should invariably be supported by the base price taken into account at the time of tendering and also the formula for any such variation/s.

### 3. MODE OF PAYMENT:

Normally payment will be made within 15 days from the date of receipt of the bills from the contractor

### 4. ARBITRATION:

Any disputes that arise during the execution of contract will be mutually discussed and settled between NESAC Contract-In-Charge/Focal Person and Service Provider. Any dispute that remains unresolved thereafter will be referred to a one-man Arbitrator, appointed by Director, NESAC, Umiam, Meghalaya in accordance with Arbitration & Conciliation Act 1996 as amended from time to time, whose decision shall be final and binding on both the parties.

If the arbitrator be the Director, NESAC

- (i) In the event of his being transferred or vacating his office by resignation or otherwise, it shall be lawful for his successor-in-office either to proceed with reference himself, or to appoint another person as arbitrator, or
- (ii) In the event of his being unwilling or unable to act for any reason, it shall be lawful for the Director, NESAC to appoint another person as arbitrator.

If the arbitrator be a person appointed by the Director, NESAC- In the event of his dying, neglecting or refusing to act or resigning or being unable to act, for any reason, it shall be lawful for the Head of the Centre/Unit either to proceed with the reference himself or appoint another person as arbitrator in place of the outgoing arbitrator.

Subject as aforesaid the Arbitration & Conciliation Act 1996 and the rules thereunder and any statutory modifications thereof for the time being in force shall be deemed to apply to the arbitration proceedings under this Clause. The Arbitrator shall have the power to extend with the consent of the purchaser and the Contractor the time for making and publishing the award. The venue of arbitration shall be the place as purchaser in his absolute discretion may determine. Work under the Contract shall, if reasonably possible, continue during arbitration proceedings.

In the event of any dispute or difference relating to the interpretation and application for the provisions of the Contracts, such dispute or difference shall be referred by either party to Arbitration of one of the Arbitrations in the Department of Public Enterprises. The Arbitration Act 1996 shall not be applicable to arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute provided however any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs. Ministry of Law & Justice, Govt. of India. The parties to the dispute will share equally, the cost of arbitration as intimated by Arbitrator.

#### **5. COUNTER TERMS AND CONDITION OF SUPPLIERS:**

Where counter terms and conditions printed or cyclostyled conditions have been offered by the contractor, the same shall not be deemed to have been accepted by the Purchaser, unless specific written acceptance thereof is obtained.

#### **6. सूक्ष्म, लघु और मध्यम उद्यम (एमएसएमई) मंत्रालय, भारत सरकार द्वारा दिए गए लाभ /BENEFITS EXTENDED BY MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISE (MSME), GOVERNMENT OF INDIA**

सूक्ष्म, लघु और मध्यम उद्यमों को भारत सरकार द्वारा दिए गए लाभों का लाभ उठाने के लिए, बोलीदाता को ऐसे प्रमाणपत्र जारी करने के लिए सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय (एम.एस.एम.ई), भारत सरकार द्वारा अधिकृत किसी भी प्राधिकारी द्वारा निविदा में मांगी गई विशिष्ट सेवाओं के लिए पंजीकरण के वैध प्रमाण पत्र की स्वप्रमाणित प्रति प्रस्तुत करनी होगी। एनईसैक द्वारा ऐसा करने के लिए बुलाए जाने पर बोलीदाता को मूल प्रमाणपत्र प्रस्तुत करना आवश्यक होगा।/In order to avail of the benefits extended by Government of India to the Micro, Small and medium Enterprises, bidder should submit self attested copy of valid certificate of registration for specific services asked in the tender by any authority so authorized by Ministry of Micro, small and Medium Enterprise (MSME), Government of India to issue such certificate. Bidder will be required to produce original certificate when called for to do so by NESAC.

#### **7. बोली सुरक्षा घोषणा /BID SECURITY DECLARATION**

जैसा कि ऊपर क्रम संख्या 19 में बताया गया है, सूक्ष्म लघु और मध्यम उद्यम (एम.एस.एम.ई) और एनईसैक के साथ पंजीकृत फर्मों को बोली सुरक्षा जमा करने से छूट दी गई है। लेकिन बोली सुरक्षा के बदले बोलीदाताओं को बोली दस्तावेज़ के साथ "बोली सुरक्षा घोषणा" (अनुलग्नक- II) पर हस्ताक्षर करके यह स्वीकार करना होगा कि यदि वे वैधता अवधि के दौरान अपनी बोली वापस लेते हैं या संशोधित करते हैं आदि उन्हें निविदा दस्तावेज़ों में निर्दिष्ट समय के लिए निलंबित कर दिया जाएगा।/Micro Small and Medium Enterprise (MSME) as stated in Sl., No. 7 above and firms registered with NESAC are exempted from submission of Bid Security but in lieu of Bid Security bidders are required to submit along with the bid document signed "Bid Security Declaration" (Annexure-1) accepting that if they withdraw or modify their bids during period of validity etc, they will be suspended for the time specified in the tender documents"

**(टिप्पणी/Note- दोनों पाठ संस्करणों के बीच विसंगतियों के मामले में, अंग्रेजी संस्करण मान्य होगा /In case of discrepancies between both text version, English version shall prevail)**

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PROFORMA FOR

**BANK GUARANTEE FOR EARNEST MONEY DEPOSIT**

*(On non-judicial stamp paper of appropriate value)*

WHEREAS M/s ..... *(hereinafter called the "Tenderer")* have submitted their offer dated..... for the supply of ..... *(hereinafter called the "tender")* against tender enquiry No. .... dated ..... made by ..... *(name of the Centre/Unit) (hereinafter called the "Purchaser")*;

KNOW ALL MEN by these presents that WE..... *(name of the Bank and Branch)* having our Registered Office at ..... *(hereinafter called the "Bank")* are bound unto the Purchaser in the sum of ` ..... *(Rupees ..... only)* for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents;

SEALED with the Common Seal of the said Bank this.....day of ..... *(month) ..... (year)*;

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of its validity; and/or
- (2) If the tenderer, having been notified of the acceptance of their tender by the Purchaser during the period of its validity,
  - (a) fails to furnish the Security Deposit/Performance Security prescribed by the Purchaser for the due performance of the said Contract; and/or
  - (b) fails or refuses to execute the Contract, WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that, in its demand, the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

THIS GUARANTEE will remain in force up to and including 45 days after the period of tender validity and any demand by the Purchaser in respect thereof should reach the Bank not later than the above date.

(Signature of the Authorized Officer of the Bank)

.....

(Name and designation of the officer)

Seal Name, Address of the Bank (Head Office) with Phone/Fax Nos.

Name & Address of the Branch with Phone/Fax Nos.

## **SPECIAL INSTRUCTIONS FOR 2 PART TENDER**

North Eastern Space Applications Centre (NESAC) requests you to send your quotation in two parts (in 2 separate sealed covers) as follows:

### **PART I (COMMERCIAL AND TECHNICAL PART):**

Please submit your proposal in respect of Specifications and Commercial Terms only. Please note that the service charges (price details) should not be indicated in Part-I

The envelope should be Super-scribed with

**Commercial & Technical Part 1**

**Reference No:**

**Due date :**

Note: Part 1 should not contain any price details

### **PART II (PRICE PART)**

Part –II should contain only the service charges. The quotation for service charges (Price details) thus prepared should be placed in another envelope and super-scribed as follows:

**Price part II**

**Reference No:**

**Due date :**

Both the envelope (Part 1 and Part II) Prepared should be placed in another envelope and super-scribed as follows:

**Reference No:**

**Due date :**

Containing (Technical + Price bid) and sent to

PURCHASE OFFICER  
NORTH EASTERN SPACE APPLICATIONS CENTRE  
GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
UMIAM – 793103  
MEGHALAYA, INDIA

#### **Note:**

1. The above should reach us on or before the due date and time.
2. DIRECTOR, NORTH EASTERN SPACE APPLICATIONS CENTRE, GOVERNMENT OF INDIA, DEPARTMENT OF SPACE, UMIAM – 793 103, MEGHALAYA RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OF THE QUOTATION IN FULL/ PART THEREOF WITHOUT ASSIGNING ANY REASONS

**बोली सुरक्षा घोषणा/Bid Security Declaration**

दिनांक/Date: [दिनांक डालें (दिन, माह और वर्ष के रूप में)/Insert date (as day, month and year)]

निविदा सं./Tender No.: NESAC/1791/2024

निविदाकार/बोलीदाता प्रस्ताव सं./Tenderer/Bidder's offer no. \_\_\_\_\_ दिनांक/Dtd: \_\_\_\_\_

सेवा में/To,

निदेशक/The Director

उत्तर पूर्वी अंतरिक्ष उपयोग केंद्र/North Eastern Space Applications Centre

भारत सरकार/Government of India

अंतरिक्ष विभाग/Department of Space

उमियम-793103, मेघालय/Uiam-793103, Meghalaya

विषय/Sub: बोली सुरक्षा घोषणा/Bid Security Declaration-Reg

हम समझते हैं कि, आपकी शर्तों के अनुसार, निविदा को एक घोषणा द्वारा समर्थित होना चाहिए।/We, understand that, according to your conditions, the Tender must be supported by a Declaration.

हम इसे स्वीकार करते हैं कि यदि हम बोली शर्तों के तहत अपने दायित्वों का उल्लंघन कर रहे हैं हमें ..... से शुरू होने वाली 3 साल की अवधि के लिए एनईसैक के साथ किसी भी अनुबंध में बोली लगाने के लिए पात्र होने से स्वचालित रूप से निलंबित कर दिया जाएगा। क्योंकि हम:/We accept that we will automatically be suspended from being eligible for bidding in any contract with NESAC for the period of time of 3 years starting from....., if we are in breach of our obligation(s) under the bid conditions because we:

- बोली/निविदा पत्र में निर्दिष्ट बोली वैधता की अवधि के दौरान अपनी बोली वापस ले ली है; या/have withdrawn our bid during the period of bid validity specified in the Letter of Bid/Tender; or
- बोली वैधता की अवधि के दौरान एनईसैक द्वारा हमारी बोली की स्वीकृति के बारे में सूचित किया गया है, (i) यदि आवश्यक हो तो अनुबंध को निष्पादित करने में विफल या इनकार कर दिया है, या (ii) प्रदर्शन सुरक्षा प्रस्तुत करने में विफल या इनकार कर दिया है।/having been notified of the acceptance of our bid by NESAC during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security.

हम समझते हैं कि यदि हम सफल निविदाकार/बोलीदाता नहीं हैं, तो यह बोली-सुरक्षा घोषणा निम्नलिखित से पहले समाप्त हो जाएगी (i) हमें सफल निविदाकार/बोलीदाता के नाम की आपकी अधिसूचना प्राप्त होने पर; या (ii) हमारी बोली की समाप्ति के अट्ठाईस दिन बाद।/We understand this Bid-Securing Declaration shall expire if we are not the successful Tenderer/ bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Tenderer/bidder; or (ii) twenty-eight days after expiration of our Bid.

पर हस्ताक्षर किए/Signed: [बोली-सुरक्षित घोषणा पर हस्ताक्षर करने वाले व्यक्ति का पूरा नाम डालें/insert complete name of person signing the Bid-Securing Declaration]

के लिए और उसकी ओर से बोली पर हस्ताक्षर करने के लिए विधिवत अधिकृत/Duly authorized to sign the bid for and on behalf of: [बोली लगाने वाले का पूरा नाम डालें/insert complete name of Bidder]

दिनांक/Dated on \_\_\_\_\_ दिन/day of \_\_\_\_\_, \_\_\_\_\_ (हस्ताक्षर करने की तारीख डालें/insert date of signing)

कॉर्पोरेट सील/Corporate Seal [जहाँ उचित हो/where appropriate]

[टिप्पणी/Note: संयुक्त उद्यम के मामले में, बोली-सुरक्षा घोषणा बोली प्रस्तुत करने वाले संयुक्त उद्यम के सभी भागीदारों के नाम पर होनी चाहिए।/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]

**उत्तर-पूर्वी अंतरिक्ष उपयोग केंद्र/North Eastern Space Applications Centre**  
**उमियम/Umiyam-793103, मेघालय/Meghalaya**

Report ID No.GEM/ GARPTS/15052025/NKE17JUVMQJ6  
निविदासं./Tender No. : .....  
संदर्भ सं./Ref No : .....  
दिनांक /Date : .....

**PART- II PRICE BID**  
**RATE CONTRACT FOR HIRING OF BUSES**

प्रपत्र/From .....  
.....  
.....

सेवामे/To,  
क्रय अधिकारी/Purchase Officer,  
Purchase & Stores Division  
एनई-सैक/NESAC, उमियाम/Umiyam

श्रीमान/Dear Sir,  
मैं/हम इसके साथ/नीचे विस्तृत दुकानों को नीचे उद्धृत मूल्य पर आपूर्ति करने की पेशकश करते हैं और इस पेशकश को ..... तक खुला रखने के लिए सहमत हैं। मैं/हम अंतिम उल्लिखित तिथि की समाप्ति पर या उससे पहले खरीद आदेश के जारी होने पर उसकी स्वीकृति की सूचना देते हुए प्रस्तावित भंडारों की आपूर्ति करने के लिए बाध्य होंगे। आपको ऐसी भंडारों की किसी एक या अधिक वस्तुओं के किसी भी हिस्से के लिए निविदा में प्रस्तुत किसी एक या अधिक वस्तुओं को स्वीकार करने की स्वतंत्रता है। मैं/हम इस बात से सहमत नहीं हैं कि इस निविदा में प्रस्ताव को पूरी तरह से स्वीकार नहीं किया गया है, आपको ऐसी वस्तुओं और एक या अधिक वस्तुओं के ऐसे हिस्से या भागों की आपूर्ति करने के लिए बाध्य किया जाएगा जैसा कि स्वीकृति को सूचित करने वाले उक्त खरीद आदेश में निर्दिष्ट किया जा सकता है। I/We hereby offer to supply the stores detailed herewith/below at the price hereunder quoted and agree to hold this offer open till ..... I/We shall be bound to supply the stores hereby offered on the issue of the Purchase Order communicating the acceptance thereof on or before the expiry of the last mentioned date. You have the liberty to accept any one or more of the items of stores tendered for any portion of any one or more of items of such stores. I/We notwithstanding that the offer in this tender has not been accepted in whole, shall be bound to supply to you such items and such portion or portions of one or more of the items as may be specified in the said Purchase Order communicating the acceptance.

SL.No.	PARTICULARS	RATES FOR BUS		
		24 seater bus	32 seater bus	40 seater bus
	DAILY BASIS			
<b>Local Trips</b>				
1.1	10 hrs (100 Km)			
1.2	12 hrs (120 Km)			
1.3	15 hrs (150 Km)			
1.4	Extra Rate / Km			
1.5	Rate / hr beyond 15 hours			
<b>Outstation Trips</b>				
2.1	Bus Hiring Charge only per day inclusive of Driver & halt charges			
2.2	Rate per km			
<b>Monthly Basis hiring of Vehicle</b>				
3.1	270 Hrs (2000 Km) in a month			
3.2	Extra Rate / Km beyond 2000 Kms			
3.3	Extra Rate per extra hour beyond 270 Hrs in a month			
<b>Fuel Present price/ litre</b>				
4	Present price / litre.	Diesel		

**THE ABOVE RATES IS INCLUSIVE OF GST**

मैंने/हमने अनुबंध के नियमों और शर्तों और निविदा आमंत्रण के साथ संलग्न निविदाकारों के निर्देशों को समझ लिया है और यहां उद्धृत या पसंदीदा विनिर्देश/ड्राइंग और/या पैटर्न की पूरी तरह से जांच कर ली है और/या आवश्यक भंडारों की प्रकृति से पूरी तरह परिचित हैं और मेरा/हमारा प्रस्ताव पूरी तरह से या आंशिक रूप से इस निविदा की स्वीकृति की सूचना देने वाले खरीद आदेशों में निहित नियमों और शर्तों के अधीन आवश्यकताओं के अनुसार सख्ती से दुकानों की आपूर्ति करने का है। I/We have understood the terms and conditions of the contract and the instructions of tenderers annexed to the invitation to tender and have thoroughly examined the specification/drawing and/or pattern quoted or preferred to herein and/or fully aware of the nature of stores required and my/our offer is to supply the stores strictly in accordance with the requirements subject to the terms and conditions contained in the purchase orders communicating the acceptance of this tender either in whole or in part.

दिनांक/Date:

निविदाकार के मुहर व हस्ताक्षर  
/Seal and Signature of the Tenderer