

Date: 15.02.2016

Tenders are invited in sealed covers from the Firms/Agencies engaged in House Keeping activity for Zonal Office premises.

TENDER NO— 26 / 2015-16

IMPORTANT DATES OF TENDER	
Date of advertisement	15.02.2016
Last Date for sale of Tender application	05.03.2016
Date of Pre –bid meeting	24.02.2016 at 11.30 A M
Last date for submission of tenders	08.03.2016 up to 3.30 PM

Tenders in sealed cover in 2 bid system are invited for the following housekeeping activity.

1) Daily Activity :

- (i) Maintenance of Floor space of 5th floor including regular mopping, cleaning of window glasses in the 5th floor, conference halls & ZM's Chamber (inner & outer), Ante Room of ZM's Chamber in LIC of India, South Central Zonal Office building, which is at Saifabad, Hyderabad.
- (ii) staircases and lobby of all the floors in LIC of India, South Central Zonal Office building, which is at Saifabad, Hyderabad.
- (iii) Upkeep of Toilets of 4th & 5th Floors in the morning hours and cleaning of toilets in all floors during the lunch break ie. from 1.30 PM to 2.30 PM,

2) Weekly Activity :

To depute adequate number of persons

- (i) Removal of cobwebs, dusting and cleaning of windows, doors, fans, partitions and other equipment excluding computer, in all the floors of Z.O.
- (ii) sweep and mop the floor in both the wings in all floors of the office i.e from ground floor to Vth floor.
- (iii) To disinfect toilets with mild acid and strong phenyl so as to clear the stains
- (iv) Vaccum cleaning of furniture like sofas, chairs, wood panels, carpets etc.,

Sealed Tender documents duly completed in all respects are to be submitted as per the following procedure :

a) Fill in the TECHNICAL BID (Pages 4 to 13) **duly signed on each page from Page-4 to Page-13 of this tender document** and put it in a sealed cover superscribed with the words **“TECHNICAL BID for House Keeping activity in Zonal Office premises”**.

b) Fill in the FINANCIAL BID (Pages 14 & 15) duly signed on each page and put it in a separate sealed cover superscribed with the words **“FINANCIAL BID for House Keeping activity in Zonal Office premises”**.

Sealed Tender having documents duly completed in all respects shall be addressed to

The Asst. Secretary (OS/Genl.)
1st Floor, E & OS Department
LIC of India, South Central Zonal Office, Saifabad
HYDERABAD – 500 063.

The sealed cover may be submitted to Asst. Secretary (OS/Gen) or AO(OS/Gen), LIC of India, South Central Zonal Office, Jeevan Bhagya, Saifabad, Hyderabad either in person or by post so as to reach the Office on or before **08.03.2016 up to 3.30 pm.** The Office will not be responsible for any postal delay/loss/non-receipt thereof. No consideration will be given to a Tender received after the time/ date specified above and such Tenders are deemed to be rejected.

Tender applications can be obtained from Office Services Department, (1st Floor) LIC OF INDIA, SOUTH CENTRAL ZONAL OFFICE, HYDERABAD, during normal office hours on all working days from **15.02.2016** to **05.03.2016** on payment of a Non-refundable Fee of Rs. 100/- in cash for each tender. Otherwise, if the application is downloaded from our website, then such tenders should be submitted with a DD or Banker's Cheque of Rs.100/- drawn in favour of "LIC of India" payable at Hyderabad.

Qualification Criteria :-

- 1) a) Should have minimum 3 years experience and technical expertise in undertaking similar works.
b) The average annual billing of minimum Rs.15,00,000/, for the last 3 years exclusively in Guest House maintenance or housekeeping work preferably at Government Organisations/ PSUs/ Corporate Companies etc.,
c) Should have at least 20 personnel sufficiently trained in housekeeping services
d) Should have the requisite licences. Approvals, certificates from all statutory authorities including Municipal /Labour/ P.F/ Income Tax/Sales Tax/Commercial Tax/ESI Depts. Valid for the entire duration of the above work.
e) Should produce satisfactory performance certificate/s from the previous/ existing two clients.
f) Should not have abandoned any work nor rescinded any part of their contract during the last 3 years.
g) Cost of the Tender form is Rs 100/- (One hundred only)
h) Earnest Money Deposit of Rs 9,000/- (Rupees Nine Thousand only) by way of Demand Draft or Banker's Cheque in favour of LIC of India drawn on a Nationalized Bank payable at Hyderabad. The details of the DD or Banker's Cheque details must be given along with the application.
Those who have in force/valid NSIC/MSMED/DIC registration certificate are exempted from payment of the E M D amount. However, the proof of validity of the certificate duly attested is to be submitted.
- 2) The pre-qualification /post-qualification of the bidders would be based purely upon their capability, competence, capacity, resources, experience and expertise. The bidders would be required to submit documentary evidence in support of the above criteria along with their qualification proposals.
- 3) Conditional tenders will not be accepted.
- 4) The LIC has the right to relax / alter any of the terms and conditions as it deems fit.
- 5) LIC reserves the right to reject any or all the proposals without assigning any reason

thereof.

OTHER TERMS AND CONDITIONS:

1. The Tender Documents are not transferable.
2. Incomplete Tenders and those not conforming to the requirements of the invitation for tenders are liable to be rejected. Tenders submitted by a partnership firm should be signed separately by each partner thereof and in the absence of any partner, they should be signed by the Power of Attorney holder. Tender submitted by public or private limited companies be executed by person/s duly authorized person under the resolution of the Board of Directors of the Company.
3. The technical bids will be opened on **08.03.2016 at 04.00 PM** at O.S. Department, 1st Floor, LIC of India, S.C.Z.O., Hyderabad.
4. The tenderer should also submit the following documents along with their offers in support of :-
 - a) List of personnel actually required for the services including the number and names of technical / skilled personnel.
 - b) List of machinery and equipment available on hand (own) for the work and proposed to be included.
 - c) List of works on hand indicating description of work, contract value, date of award, number of personnel and equipments deployed, supportive documents from the organization to be enclosed.
 - d) Earnest Money Deposit of Rs 9,000/- (Rupees Nine Thousand only) by way of Demand Draft or Banker's Cheque in favour of LIC of India drawn on a Nationalized Bank payable at Hyderabad. The details of the DD or Banker's Cheque details must be given along with the application.
5. Tenders not accompanied by the EMD will be rejected. **The EMD shall not carry any interest** and the amount shall be returned to the unsuccessful tenderers after awarding the contract to the successful tenderer. In case the selected tenderer backs out or does not respond to the acceptance letter or refuses to execute/sign the contract, revises the rates after opening the tender, fails to carry out the maintenance work as awarded to the satisfaction of the LIC of India during the contract period, the Earnest Money Deposit paid shall be forfeited.
6. Earnest money deposited will be refunded to all except the successful bidder.
7. The contract for services would be for a period of **24 months** from the date of acceptance subject to renewal for a further period of one year on the same terms and conditions and upon renewal of the License by the Contractor on or before expiry of the License granted by the Appropriate Authority under the Contract Labour (Regulation & Abolition) Act, 1970.
8. Within the validity period of the tender, the LIC shall issue a letter of acceptance to the successful bidder at the address of the bidder as given in the tender. The letter of acceptance shall constitute a binding contract between LIC and the bidder / contractor.

9. On receipt of the intimation of the acceptance of the tender from LIC the successful bidder shall be bound to implement the contract and within 15 days thereof he/she shall sign an agreement in a non judicial stamp paper of appropriate value.

10. The Courts in Hyderabad city alone shall have the jurisdiction in respect of any or all matters relating to or connected with the Tender.

11. LIC does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all the tenders received without assigning any reason.

12. The successful bidder shall deposit a sum of **Rs 90,000/-** (Rupees Ninety thousand only) as SECURITY DEPOSIT with the LIC for due fulfillment and performance of the Contract. The Security Deposit shall not carry any interest. The Security Deposit is payable by Demand Draft / Bankers Cheque drawn in favour of LIC of India, which is payable at Hyderabad. The Security Deposit will be returned to the contractor after one month from the date of expiry of the contract provided that there are no defects or loss or damage caused to the LIC and/or materials/articles/equipment provided to him are duly accounted for and returned to LIC in good working order and condition by the contractor to the satisfaction of LIC and all his duties to LIC and all other liabilities under any law or otherwise arising out of or in connection with or in respect of the services are fully settled.

13. The specifications, duration of the work and the Terms and Conditions under which the contract is required to be performed and also the rights and obligations of the person/s whose tender is accepted shall be under an Agreement to be executed in the form, incorporating the terms and conditions given in the tender document,

14. During processing of tenders, provisions of MSMED Act, 2006 will also be followed, as applicable.

15. Please note that the submission of Financial Bids with NIL consideration/ administrative charges will stand for rejection.

16. The person submitting the Tenders shall have read the same and is always deemed to have read and understood the same before submitting his tender duly signed by the Authorized signatory on all pages with seal of the company/ firm.

REGIONAL MANAGER(E&OS).

TECHNICAL BID

(for Z O House Keeping services)

S NO	Particulars	Data to be filled by the bidder.
1	Name of the Agency / Firm	
2	Registration Number Date of Regn.,	
3	Address, Phone Nos., Email ID	
4	. Licence No. under Contract Labour: (Regulation & Abolition) Act, 1970 & Contract Labour (Regulation & Abolition) Central Rules, 1971. (enclose attested copy of the certificate)	
5	Renewal of Registration under: Shops & Establishment Act. (enclose attested copy)	
6	Name of contact person(s)	
7	Status of Agency: (Individual/Sole Proprietor/Partnership/Pvt.Ltd/ Public Ltd Etc)	
8	Gross annual Turn over i. 2014 -15 ii. 2013-14 iii. 2012-13 (CA Certified returns to be submitted)	i. ii. iii.
9	Income Tax returns for the last 3 years	
10	Total number of full time Employees working in your organization/agency	
11	PF Registration No.: (Enclose attested copy)	
12	ESI Registration No.: (Enclose attested copy)	

13	Income Tax TAN/PAN Number (Enclose attested copy)	
14	Service Tax Registration Number (Enclose attested copy)	
15	MSMED Registration No.: (Enclose attested copy)	
16	Any court cases pending before labour court Or any other court (If yes, details of the case)	
17	Bank A/c No. Bank Name & Address IFSC Code	
18	Tender Application fee Rs.100/-	BC/DD/MR No: Date:
19	Earnest Money Deposit Rs. 9,000/-	BC / DD Number: Date:
20	Details of contracts completed/existing during the last FIVE years in the format provided or in a separate sheet.	

Details of contracts completed/current engaged in during the last FIVE years

S No	Name of the client & Address	Annual cost of the contract	Date of commencement of contract	Period of contract	Litigation/ Arbitration, if any.	Telephone Number of client to whom service is provided	Remarks

(If space is insufficient, the details may be submitted on separate sheet)

Check list for enclosures of Technical Bids:

- . Copies of documents enclosed for verification :
 - Firm Registration certificate : **Yes/No**
 - The Firm(**Individual/Sole Proprietor/Partnership /Pvt. Ltd/Public Ltd. Etc**) and related document copies : **Yes/ No**
 - Proof for EPF and ESI benefits and other statutory liabilities : **Yes/No**
 - TAN/PAN Card attested copy : **Yes/No**
 - Attested Copy of Registration Certificate of Service tax, if any: **Yes/No**
 - Chartered Accountant certified copies of Turn Over of the firm for the last 3 years: **Yes/No**
 - Income tax returns submitted for the past three years : **Yes/No**
 - Details of organizations where you are maintaining currently, with nature of duties(**Format Enclosed**) : **Yes/No**
 - Attested copy of Licence under Contract Labour Act : **Yes / No**
 - Renewal of Registration under Shops & Establishment Act **Yes/No**
 - MSMED Registration if any : **Yes/No**
 - EMD, Tender fee details : **Yes/No**
 - (Originals will have to be produced by the successful bidder for verification.

I declare that the above information is correct and complete to the best of my knowledge and belief.

STAFF REQUIREMENT : THEIR DUTIES : THEIR BEHAVIOUR ETC.

1. The contractor has to engage **4** workers including 1 cleaner for daily activity and **8** workers for week end activities.
2. The Agency shall comply with all the rules and regulations applicable in the matter of such workers engaged by it, as required by the statutory provisions.
3. The Agency shall depute one female worker for cleaning ladies' toilet(s) during lunch hours.
4. The agency's workers shall be polite, courteous, well behaved and honest.
5. The Agency shall be fully responsible for any theft, burglary and any malicious damage or any other mischievous deed done by the workers.
6. LIC will have the right to impose cash penalty @ 5% of the contracted value per month on the agency or deduct such amount from its Security Deposit in case LIC is put to any financial loss directly or indirectly by any act of commission or omission on the part of the Agency's workers.
7. All workers shall give an undertaking that the agency shall be their principal employer.
8. The agency shall be directly responsible for the wages as defined in Section 2 (h) of the Minimum Wages Act, which should not be less than minimum wages prescribed by the concerned Statutory Authorities like Labour Department or any other benefit as may be available to its employees under relevant act and regulation. LIC shall not entertain any such claim of the person employed by the Agency. The contractor should fix the wage period, which shall not extend more than one month as per rule 64.
9. All the workers of the Agency's shall be free from infectious diseases and should wear uniform.
10. The Agency shall in no case transfer the services it is required to perform under this agreement to any other agency or person without prior permission/ approval in writing of LIC.
11. The Agency shall employ sufficient number of workers to ensure that the work is done to the satisfaction of LIC.
12. LIC reserves the right to order any worker of the Agency to leave the premises of the LIC Office if his/her presence at any time is felt undesirable.
13. All the workers should wear gloves and masks while carrying out cleaning jobs.
14. All the workers should wear photo identity-card issued by the Contractor.

GENERAL CONDITIONS:

Terms of Payment : LIC shall pay the agreed amount to the Agency on monthly basis after the completion of the month and submission of a certificate by the nominated supervising officer of LIC “ That the work has been done satisfactorily”. LIC will also reserve the right to terminate the contract by giving one months notice in case the works carried out are found to be not up to the satisfaction of LIC.

Stock and Supplies : The Agency shall maintain sufficient stock of various items such as dusters, soaps, phenyl, detergent, odonil, naphthalene balls and other required material so as to meet normal requirement. The Agency shall not be permitted to stop supplying any item for any reason. The cost of the material will be reimbursed on actual basis subject to the satisfaction of the Corporation.

Supervision/ Inspection : The Agency shall authorize a person to Inspect / Supervise his personnel , the cleaning and maintenance service who will report to the concerned officer so authorized as an when he is required to do so by the competent authority.

Earnest Money : The Tender will have to be accompanied by Earnest Money Deposit of Rs. **9000/-** (Rupees nine thousand only) in the form of Bank Draft / Bankers' Cheque in favour of LIC payable at Hyderabad. The EMD of the successful tenderer will be converted into Security Deposit for the period of the contract and no interest will be payable thereon.

Rates : Rates should be inclusive of all prevailing taxes including Service Tax etc. No extra on this account will be payable.

The decision of LIC in all matters of the contract shall be final and binding on both the parties. LIC reserves the right to accept or reject any or all offers without assigning any reason thereof.

Execution of Agreement : Selected firm will be required to execute the stamp agreement within 15 days of the allotment of work order from a later date.

OTHER GENERAL CONDITIONS

1. The contractor shall maintain in good condition all the fittings, premises etc. provided to him and hand-over-charge on termination of the contract. All the furniture, fixtures, equipments and articles provided, or made available by the Corporation in the office shall remain the exclusive property of the Corporation. The contractor shall be responsible for the pilferage and/or any damage to the furniture/fixtures or portion of the building during the contract period entrusted in his charge. When such damage is in the Corporation's opinion caused due to the negligence or carelessness or any fault on contractors part or that of his Manager or servant or Agent and he shall be liable to pay to the Corporation such amount in respect of such damage as may be assessed by the Corporation's Engineer or other Officer authorized in this behalf.
2. The contractor shall obtain at his own expense all licenses, permission etc. as may be required by law and shall bear all taxes imposed by any Governmental/Municipal Authority/Agency.
3. List of persons engaged is to be submitted by the contractor with their respective photos & bio-data to the Competent Authority.

Daily attendance sheet of the persons working is to be maintained. In case of absence for a day or more, alternative arrangement should be made.
4. The contractor shall replace any person deployed by him, if found unsuitable by the Competent Authority, with a suitable substitute forthwith.
5. The attendants should have identity cards giving their Bio-data, photograph etc. The contractor shall provide one type of uniform (clothes) to his Managers and Supervisors and another type to his other workers. All those employed by the contractor shall wear their respective clean and tidy uniforms with badges throughout, while they remain in Zonal office premises.
6. The contractor shall provide continuous service through out the day. A panel of attendants shall be communicated to the Corporation by the Contractor and the persons named in the panel shall be accountable for all the services covered by the contract.
7. The contractor shall carry out improvements as may be necessary for ensuring satisfactory services and shall take due notice of complaints made by the Staff & other visiting Officials to Zonal Office, LIC of India, Hyderabad.
8. If any person employed by the Contractor is injured or rendered partially/permanently disabled condition due to any reason such as accidents, fire etc. during the working hours, it is the sole responsibility of the Contractor to take necessary care in respect of such personnel as per the relevant labour laws. The Corporation does not hold any responsibility in this regard or otherwise.
9. The Contractor shall be personally responsible for implementing all the provisions of the Labour Laws or any other law as may be in force from time to time and as may be required in respect of the persons engaged by him in this behalf including the laws relating to engagement of child labour for any purpose whatsoever at Guest House.

10. LIC shall not be responsible for violation of any of the laws/rules/regulations to be followed by the contractor in this regard.
11. The contractor should supply the uniform to the workers at his cost with colour specifications. It should be noted by the contractor that in case any of the workers employed by the contractor are found to be on duty without the uniform, a penalty of Rs.10/- per worker, per day will be imposed and will be deducted from the bill. If any worker or attendant is absent on any day, a recovery of Rs.100/- per day per head will be made from the monthly bill.
12. The contractor shall not have any tenancy rights by virtue of entering into agreement.
13. The contractor should attend the meeting whenever called for by the Competent Authority, otherwise at least once in a week and abide by the instructions given by the Competent Authority from time to time.
14. The Contractor shall submit the daily Attendance of workers reported to duty, with remarks to Zonal Office, basing on which, monthly bills will be settled.
15. In case it is observed that the cleansing material used is of inferior quality or insufficient quantity is used, the LIC will reserve the right to purchase the same itself and deduct the cost thereof out of the monthly bill payable to the contractor.
16. **Please note that the submission of Financial Bids with NIL consideration/ administrative charges will stand for rejection.**

17. IRDA CONDITIONS

"In terms of provisions of Section 33(3) of the Insurance Act, 1938, as amended by the Insurance Laws (Amendments) Ordinance, 2014, Insurance Regulatory Authority of India (IRDA) is authorized to verify all such books of account, register, other documents and the data base in the custody of contractor in respect of service outsourced by the LIC of India. It shall be the duty of the contractor to provide such documents/statements/information as may be required by IRDAI within such time as may be specified by the IRDAI".

18. The decision of the LIC in all matters of the contract shall be final and binding on both the parties. The LIC reserves the right to accept or reject any or all offers without assigning any reason thereof.

ANNEXURE C-1

Works to be done daily, weekly etc.. in the Zonal Office for Upkeep of Office

A-Daily works :

a) (i) Daily cleaning, mopping, cleaning of window glasses in the 5th floor, conference hall & ZM's Chamber (inner & outer), Ante Room of ZM's Chamber in LIC of India, South Central Zonal Office building, which is at Saifabad, Hyderabad.

(ii) Upkeep of Toilets of 4th & 5th Floors, in LIC of India, South Central Zonal Office building, which is at Saifabad, Hyderabad.

(iii) Cleaning of the all common floors, staircases etc. twice a day, once in the morning and again in the afternoon. Cleaning / Mopping of the floor should be during the lunch period.

The works, mentioned in (i).(ii) and (iii) above are to be completed before 09.30 A M

The work mentioned in (iii) should be repeated once again between 1.30 P M to 2.30 PM every day, except on Sundays and whenever the office is closed

(iv) staircases and lobby of all the floors in LIC of India, South Central Zonal Office building, which is at Saifabad, Hyderabad.

(v) Upkeep of Toilets of 4th & 5th Floors in the morning hours and cleaning of toilets in all floors during the lunch break ie. from 1.30 PM to 2.30 PM,

b) Daily cleaning of toilets in Vth floor with Phenyl, disinfectants etc. and wash basins, buckets, mugs etc., with non-infectious chemical and keep the Toilets under hygienic condition at all times.

c) Placing of Naphthalene balls etc. in the urinals at regular intervals or whenever found necessary;

d) Periodical removing of cobwebs etc.,(at least once in a week) to keep the Toilets, Lobby and staircases neat and tidy.

e) To report any breakage/ damage of any item due to normal wear and tear to Engineering Department / OS Department, Zonal Office, Hyderabad and arrange for its replacement.

f) To ensure that no alcoholic drinks of any kind are used/consumed/supplied in Office.

g) To ensure proper cleaning of the lobby and the stair cases with soap water at least once in a day.

h) To ensure that all other necessary jobs for proper maintenance of the Toilets are attended to.

i) Acid cleaning of sanitary wares, once in a while, without damaging their shine.

j) Sweeping, Cleaning and Mopping of all the floor space of the office, daily and cleaning windows etc. on weekly basis..

k) Dusting and Cleaning of electrical fittings, vertical blinds, partitions, wall paneling, interior faces of curtain, wall glass, window panes (insides), partition, etc., in Vth Floor on daily basis.

l)) To ensure that all the above jobs are done all the working a week, with trained manpower under personal supervision of the Contractor or person authorized for the purpose.

m) To do any other job in pursuance of the maintenance of the Toilets as pointed and informed by the representatives of the LIC at periodical intervals or as and when necessary.

ANNEXURE – C -2

B-Weekly works :

1. Sweeping and cleaning of all floors, rooms / chambers and mopping of uncarpeted areas using deodorants, detergents and disinfectants.
2. Regular dusting/ cleaning of furniture such as Sofa set, T V Stands and Windows etc, Telephones, Book cases, Almairahs, Doors and Windows etc.,
3. Cleaning of ceiling and all light fixtures.
4. Lifting of Garbage and putting the same in the Dust Bin which is in the backyard of the Office.
5. Cleaning of stains from Floors, Doors and Partitions with mops.
6. Dusting and Cleaning of vertical blinds, partitions, wall paneling, interior faces of curtain, wall glass, window panes (insides), partition etc.
7. Vaccum cleaning of Carpets, Sofas, Chairs wherever required. (leather and cloth tapestry).
8. If the week end happens to be holiday or non working day, then the above works should be done on the immediate working day.

This is to certify that

I/We personally visited/inspected the sites mentioned in the above Tender.

I/We understand the jobs/works to be undertaken as mentioned in the Tender.

I/We will abide by the rates quoted in the above Tender

I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of Tenderer with seal

Place:

Name:

Date:

Designation

FINANCIAL BID

(for Zonal Office House keeping services)

Name of the Agency :

**A) Payment to workers :
Cost towards Workers (per month)**

	Details	Amount to be quoted by the Agency	Amount quoted should NOT be less than	Remarks
1	Basic + VDA Wages per day per person/ worker		Rs. 404/- Minimum wages applicable wef 1.10.15	Employees contribution for PF and ESI are to be deducted; to be remitted along with Employer's contribution
2	Wages for 26 days for ONE worker per day		Rs. 10,504/-	
3	Wages for 26 days for 4 workers per day		Rs. 42,016/-	
4	Special cleaning in all floors on week ends (Max 5 week ends) by 8 workers of 4 hours duty		Rs. 8,080/-	(P)
5	Total wages		Rs. 50,096/-	(Q)
6	ESI @ 4.75% on (R)		Rs. 2,380/-	(R) = (P)+(Q) (S) Employer's contribution (T)
7	PF @ 13.36% on (R)		Rs. 6,693/-	
8	Cost of Material	- -	---	Actuals shall be reimbursable.
9	Other Charges, if any (specify the item)			(U)
10	Administrative charges of the Contractor / agency SHOULD BE QUOTED IN PERCENTAGE ONLY			(V) This amount should NOT be less than 2.05% of (R+S+T)
11	TOTAL			(Y) = (R)+(S)+(T)+(U)+(V)
12	Service Tax (as applicable)			

Income Tax @ 2% on **(Y)** will be deducted.

The Contractor has to verify the minimum wages prescribed by both Central / State Governments and pay the higher of the two at all times and the same will be reimbursed.

B) Note:

- The rates quoted shall be inclusive of profits, overheads, bonus, gratuity etc whatsoever payable.
- The cost of the material for the purpose of attending the house keeping activity are to be met by the contractor initially and shall be reimbursed once in a month, on production of satisfactory proofs/ bills and justification thereto.

- Adherence to statutory requirements is the sole responsibility of the contractor

This is to certify that

I/We personally visited/inspected the sites mentioned in the above Tender.

I/We understand the jobs/works to be undertaken as mentioned in the Tender.

I/We will abide by the rates quoted in the above Tender

I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Place:

Date:

Signature of Tenderer with seal

Name:

Designation