



**INVITATION FOR BIDS (IFB)**  
[LOCAL COMPETITIVE BIDDING (LCB)]  
(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

**TENDER DOCUMENT FOR**

**CONVERSION OF WHOLE MILK  
INTO SKIMMED MILK POWDER AND GHEE ON  
ANNUAL RATE CONTRACT BASIS**

(Estimated Qty: 5.0 Lakh Kg milk during the period of 12 months)

**Tender No. JMF-PP-Milk Conversion-SMP&Ghee/2022-23/038 date: 10 Nov 2022**  
Single Stage - Two Bid System

**Last date for Submission of Quotation /Offer: By 01 Dec 2022**

For any queries, please contact:  
Jharkhand State Co-Op. Milk Prod. Fed. Ltd, Ranchi  
Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)  
Phone: 7544003404 / 7544003412

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel./ Mob. No: \_\_\_\_\_

Email \_\_\_\_\_

**H.O./ Regd. Off:**  
Jharkhand State Co-Op. Milk Producers' Federation Ltd  
F.T.C. Campus, Sec-II, H.E.C., Dhurwa, Ranchi (Jharkhand) – 834004  
Ph.: +91-(0651) 2543062, Website: [www.jmf.coop](http://www.jmf.coop)  
GSTIN: 20AADAT8604K1ZJ

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झारखण्ड राज्य सहकारी दुग्ध उत्पादक महासंघ लिमिटेड

## NOTICE INVITING TENDER (NIT)

THE TIMES OF INDIA, RANCHI  
THURSDAY, NOVEMBER 10, 2022

### Jharkhand State Cooperative Milk Producers' Federation Ltd.

Near F.T.C Campus, Sec-II, H.E.C., Dhurwa, Ranchi – 834004,

Mob: 7544003404, 7544003412, website: <https://jmf.coop>



### SHORT TENDER NOTICE

**Tender ref. No. JMF-PP-Milk Conversion-SMP&Ghee/2022-23/038 Dt. 10 Nov 2022**

Jharkhand Milk Federation invites sealed bid/ offer from reputed manufacturer of milk powder for conversion of milk to Skimmed Milk Powder and Ghee as detailed below:

Particulars	Estimated Qty (Milk)	Last date and time for bid submission	Opening of Bid (Part-I)
Conversion of Milk into Skimmed Milk Powder (SMP) and Ghee on ARC Basis	5.0 Lakh Kg	01 Dec 2022 up to 04:00 PM	01 Dec 2022 up to 04:30 PM

For details, please visit our website: [www.jmf.coop](http://www.jmf.coop) and download the tender document.

For any enquiries/ clarification, please contact Head (Purchase), JMF, Ranchi, Jharkhand-834012 or may contact at above address.

N.B All future announcement related to this tender shall be published on our website only. Bidders are requested to be in touch with our website till the date of opening of the bids in order to be informed about any corrigendum/modification etc. in the bid documents.

**Managing Director**

PR.NO.281722 Jharkhand Milk Federation(22-23):D



[www.facebook.com/jmf.coop](https://www.facebook.com/jmf.coop)

[jmf.coop](https://www.instagram.com/jmf.coop)

7544003456

[jmf.coop](https://www.youtube.com/jmf.coop)

MEGHA LADAY







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**TENDER INVITATION DETAIL**

The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF), registered under Jharkhand Co-operative Societies Act, 1935 is engaged in milk procurement, processing and marketing activities of item milk and milk products in the state of Jharkhand and is popularly known for its brand 'Medha'. Under an MoU, the Federation is being run & managed by the National Dairy Development Board (NDDB).

1. We, the Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi (JMF), hereby invites quotation from reputed manufacturer of milk for **Conversion of whole/skimmed milk into Skimmed Milk Powder (SMP) and Ghee** on Annual Rate Contract (ARC) Basis as per below detail:

Sl No.	Item Description	Unit	Estimated Qty for Conversion	Remarks
1	Conversion of Milk to Skimmed Milk Powder (SMP) and Ghee on ARC basis as per specifications given in the tender document.	Kg	5,00,000 Kg	Milk shall be supplied by JMF Dairy Plant

**The offer/ Quotation to be submitted in the Financial Bid Format Only enclosed as Annex-II**

The filled in tender/bid in all respect should reach us **on or before the due date 01 Dec 2022 by 16.00 Hrs in sealed envelope.**

The Sealed Offer/ Quotation to be sent by post/ courier or submitted by hand at our office at below address:

**Medha Dairy Plant**

(A Unit of Jharkhand State Cooperative Milk Producers' Federation Ltd.)  
Beside Birsa Munda Central Jail,  
**Hotwar, Ranchi- 834012**

Tender Start Date : 10 Nov 2022  
Tender /Bid submission End Date & Time : **01 Dec. 2022 at 04.00 PM**  
Date and time of opening of Part I Bid : **01 Dec. 2022 at 04:30 PM**  
Date and time of opening of Part II Bid : Shall be notified to qualified successful bidders after evaluation of Part I Bid.

**2. BIDDING DOCUMENT:**

- The fee/cost for bidding document is NIL-.
- The Bidder shall bear all costs associated with the preparation and submission of its bid, and The Jharkhand State Coop Milk Producers' Federation Ltd. (JMF) will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- Interested eligible bidders may obtain further information from Purchase Department, of The Jharkhand State Coop Milk Producers' Federation Ltd, Beside Birsa Munda Central, Jail, Hotwar, Ranchi-834012, Ph. no.: +91-(0651) 2270046, Email – purchase@jmf.coop

**Managing Director**  
The Jharkhand State Co-Op. Milk  
Producers' Fed. Ltd.



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### 3.0 ELIGIBILITY CRITERIA:

#### The bidders must meet the following minimum qualifying criteria:

- 3.1 That, bidder in the same name & style, should be in business at least for three years at the time of bid opening. In case of change of name of the bidder by merger /acquisitions/change in status, the bidder may be eligible based on the documentary evidence.
- 3.2 That, bidder should have valid registration under various act the may be applicable for the supply/contract proposed. This shall include but not limited to Income tax, Companies Act, Goods & Service Tax (GST), Welfare Cess Act apart from any other applicable tax-imposed time to time by State/Central Govt. and Employee State Insurance, Contract Labour, Provident Fund etc.
- 3.3 **That, The bidder should have successfully completed work order of conversion of milk of at least 5.0 Lakh Kg into SMP & Ghee of Dairy Cooperatives during last 3 Years.**
- 3.4 The bidder should have GST No., PAN, FSSAI License, BIS certifications, Factory License and any other License if any.
- 3.5 The bidder should submit copies of Audited Balance Sheet and P&L A/c for the last 3 Financial Years (FY 2019-20, FY 2020-21, FY 2021-22) for income tax purpose. (If not audited, to be certified by CA)
- 3.6 Documents/ Documentary evidence required for eligibility criteria
  - 3.6.1 Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector
  - 3.6.2 Copy of form 26AS for the last three financial years.
- 3.7 The bidder should agree to sign an agreement with JMF before lifting of milk. The copy of agreement enclosed at Annexure-B.

### 4.0 BID/ OFFER SUBMISSION:

- 4.1 BIDS to be submitted in single stage two cover system i.e., Pre-Qualification/Technical Bid (Technical Envelope) and Financial Bid (Commercial Envelope) as detailed below:

#### **Envelope 1:**

Technical Bid (**Part-1**) : The bidder should submit the relevant documents related to eligibility criteria, technical details for the item/ equipment/ machinery as required in the tender and shall be put under one envelope (Envelope -I) mentioning "TECHNICAL BID FOR CONVERSION OF MILK INTO SMP AND GHEE ON YEARLY CONTRACT BASIS".

#### **Envelope 2:**

Commercial Bid (**Part-2**): The bidders should quote the prices in Indian Rupees in "Price Bid Format" enclosed as Annex-II and shall be put under one envelope (Envelope-II) mentioning "PRICE BID FOR CONVERSION OF MILK INTO SMP AND GHEE ON ANNUAL CONTRACT BASIS".

Both envelopes (**Envelope-I & II**) to be put under one Main Envelope super scribing clearly-"OFFER FOR CONVERSION OF MILK INTO SMP AND GHEE ON ANNUAL RATE CONTRACT BASIS" and should be submitted at the address mentioned in tender document



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Under this process, the Eligibility and qualification of the bidder will be first examined based on the detail submitted under first cover (Technical Bid) with respect to eligibility criteria and specifications prescribed in this tender document. The Price Bid under the second cover shall be opened for only those bidders whose technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- 4.2 Bids can be sent by post/ courier or submitted by hand at our office by time as specified in tender notice. Bids received late shall be rejected. For bids submitted by post or Courier, it is bidder's responsibility that bid reaches our office on or before the scheduled time and date.
- 4.3 In case tender opening date is declared a Holiday, bids shall be opened on next working day at the same time specified in tender.
- 4.4 The offers received through other E-mail will not be considered.
- 4.5 The rates should be quoted in prescribed format only.

### **5.0 VALIDITY OF BIDS/ OFFERS:**

The Bids /Offers shall remain valid **for 120 days** from the date of bid opening prescribed by the JMF. A bid valid for a shorter period shall be rejected by JMF as non-responsive

### **6.0 OPENING OF BIDS:**

- 6.1 Technical bids of the bidders whose bids have reached the office of JMF on time as mentioned in the IFB and shall be opened in the presence of bidder on the date and time specified in the tender document.
- 6.2 Bidders may be present at the time of opening of the bids.
- 6.3 Commercial bids will be opened only those bidders whose Technical Bid (Part-I) is found to be acceptable by JMF. Such eligible bidders will be intimated the date of opening of Commercial Bid (Part II) separately.

### **7.0 EVALUATION OF BIDS:**

#### **7.1.1 Preliminary Evaluation**

JMF will examine the technical bids to determine whether they are complete, whether required EMD and supporting documents have been furnished, and whether the bids are generally in order.

Where the bidder has quoted and the bid security furnished is inadequate, the bid will be treated as non-responsive.

JMF will also examine whether the bid is complete. If the prices of certain item are found as "0 (Zero)" it will be presumed the bidders have included the cost of such items against some other items of the price bid. The bidder shall furnish the details of such inclusions separately along with their Technical Bid (Part I).

Prior to the detailed evaluation, JMF will determine the substantial responsiveness to the bidding document. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations. A material deviation is one which affects in any substantial way the functionality, scope, quality or performance of the deliveries or which limits in any substantial way inconsistent with the bidding documents, JMF's rights or the bidder's obligations under the contract and the rectifications of which deviations would affect unfairly the competitive position of other bidders presenting substantially responsive bids. JMF's determination





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of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

No post-bid clarification at the initiative of the bidder shall be entertained. For evaluation and comparison of bids, the purchaser may, at its discretion, ask the bidder for clarification on the bid. The shortfall information / documents shall be sought only in case of historical documents which pre-existed at the time of tender opening and which have not under gone change since then.

So far as the submission of the documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents shall be asked for and considered. For example, if the bidder has submitted a supply order without its completion / performance certificate, the certificate can be asked for and considered. However, no new supply order shall be asked for and considered so as to qualify the bidder.

In case the required clarifications are not received by the Purchaser in time, the Technical bid may be treated as incomplete and non- responsive.

A bid determined as not substantially responsive will be rejected by JMF and will not subsequently be made responsive by the Bidder by correction of the non-conformity.

JMF 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 or affect the relative ranking of the Bidder.

## 7.1.2 Evaluation and Comparison of Bids:

The Evaluation and comparison of bids shall be done on the basis of event wise quoted price (inclusive of applicable GST) for conversion charges considering the estimated inward and outward transportation cost for supply of raw milk and collection of converted products.

- 8.0 Any attempt by a Bidder to influence the Procuring Entity "The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF)", in the examination, evaluation, comparison, and post qualification of the Bids or Contract award decisions may result in the rejection of its Bid, in addition to the legal action which may be taken by the Procuring Entity under the Act and the Rules.
- 9.0 Information relating to the examination, evaluation, comparison, and post-qualification of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.
- 10.0 To assist in the examination, evaluation, comparison and qualification of the Technical or Financial Bids, the Bid evaluation committee may, at its discretion, ask any Bidder for a clarification regarding its Bid. The committee's request for clarification and the response of the Bidder shall be in writing.
- 11.0 Any clarification submitted by a Bidder with regard to his Bid that is not in response to a request by the Bid evaluation committee shall not be considered.
- 12.0 The determination of qualification of a Bidder in evaluation of Technical Bids shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder and in accordance with the qualification criteria indicated in Qualification and Evaluation Criteria. Factors not included in Qualification and Evaluation Criteria shall not be used in the evaluation of the Bidder's qualification.
- 13.0 The Bid evaluation committee shall have full powers to undertake negotiations where it deemed necessary. Negotiations may, however, be undertaken only with the lowest Bidder(s) only.



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### 14.0 Award Criteria

14.1 JMF will award the contract to the successful bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid.

14.2 JMF may award one single contract or more than one contract to the successful bidder at JMF's discretion.

15.0 **Signing of Contract:** Within 07 days from the receipt of the Purchase Order, the successful bidder shall return the duplicate copy of the Purchase Order, duly signed and sealed, Performance Security, wherever applicable.

16.0 **Rights Reserved by JMF:** JMF does not bind itself to accept the lowest bid. JMF reserves the right to award the job either in part or full. JMF at its sole discretion and without assigning any reason thereof, also reserves the right to accept any/or reject any or all bids.

Note:

16.1 Deviations in commercial terms and conditions of the bid may be rejected

16.2 The Bidder should mention the HSN/ SAC Code of each item along with the Technical Bid (Part I).

16.3 GST TDS as per section 51 of CGST Act 2017 will be deducted, if applicable.

16.4 Bidders to submit the following details along with Technical Bid (Part I):

16.5 State from where the goods will be supplied/ Invoices will be made:

16.6 Corresponding GST No. (of that state): -----

### 17.0 Address for Communication:

Group Head (Purchase)

The Jharkhand State Coop Milk Producers' Federation Ltd

Beside Birsa Munda Central Jail, Hotwar, Ranchi-834012, Jharkhand

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)





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### 18.0 SPECIFIC TERMS & CONDITIONS:

- 18.1 The bidder should have required mechanism with experience Technical Manpower to run Milk Processing, Powder, Ghee Plant etc
- 18.2 The bidder should have sufficient and proper storage facilities for Milk, Powder, and Ghee.
- 18.3 The bidder must be having equipped Testing Laboratory with latest facility to test milk, Milk Powder, Butter and Ghee.
- 18.4 The weight and test shall be redone at BIDDER'S plant for confirmation of quantity and quality of milk received by BIDDER.
- 18.5 Converted SMP shall have to confirm to BIS standards & Ghee shall have to confirm to Agmark special grade standards.
- 18.6 **The packaging materials shall be provided by the bidder.**
- 18.7 It would be mandatory for the bidder / service provider to print the declaration like "**Best Before**" as per the packaging of various acts.
- 18.8 The sample of SMP & Ghee shall be tested by you at bidder's lab in presence of JMF chemist and a COA (Certificate of Analysis) submitted to us certifying the quality of SMP & Ghee, for a final subsequent checking at our laboratory.
- 18.9 Milk & SMP, WMP & Ghee should be tested by same lactometer, i.e., either ISI or Zeal.
- 18.10 For Zeal Type Lactometer: Formula to be followed for SNF% calculation at 29°C (84F) shall be as below:

a) In whole milk  $SNF\% = CLR/4 + Fat\% \times 0.21 + 0.66$

b) In skimmed milk  $SNF\% = CLR/4 + Fat\% \times 0.21 + 0.66$

c) For ISI Type Lactometer: Formula to be followed for SNF% calculation at 27°C shall be as below:

• In whole milk  $SNF\% = CLR/4 + Fat\% \times 0.25 + 0.44$

• In skimmed milk  $SNF\% = CLR/4 + Fat\% \times 0.25 + 0.44$







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**19.0 GENERAL TERMS & CONDITIONS:**

- 19.1 SUB-CONTRACTING OR SUB-LETTING: The bidder is prohibited from sub-contracting or sub-letting of the work to any other agency.
- 19.2 The bidder should provide its detail in the format enclosed as **Annex-I**,
- 19.3 The RATE/OFFER quoted should include Packaging Materials in the prescribed format enclosed as **Annex -II- "Financial/Price Bid"**.
- 19.4 The rate to be quoted in Indian Rupees Only.
- 19.5 The Offers should be strictly according to our requirement / specification and scope of work, failing which it may not be considered.
- 19.6 Transportation cost of Milk and Finished goods will be borne by JMF.
- 19.7 Insurance also will be borne by JMF.
- 19.8 Loading arrangement of Commodities should be done by the party (Bidder).
- 19.9 The Contract can be terminated by giving one month notice from either side.
- 19.10 **PAYMENT TERM:** - 100% payment shall be made within 30 days after receipt of materials and submission of bills which shall be made only after physical inspection/verification of the products at site and quality acceptance by JMF authorized person. Payment shall be made through NEFT/ RTGS.
- 19.11 The Bidder must provide copy of GST Certificate, PAN & Bank Details along with the quotation/ tender.
- 19.12 **Consignee/ Billing Address:** Jharkhand State Coop Milk Producers' Federation Ltd), F.T.C. Campus, Sec-II, H.E.C., Dhurwa, Ranchi (Jharkhand)- 834004 (GSTIN: 20AADAT8604K1ZJ)
- 19.13 The staff of the JMF /JMF authorized person shall have the right to inspect the bidder / service provider plant / office for checking quality of product manufactured / packed / supplied for JMF, as well as maintenance of plant, temperature of product kept in cold store, weight / quantities of packs, hygienic conditions in the plant or any other matter relating to product.
- 19.14 On receiving orders from JMF, the supply of Product at Jharkhand Milk Federation, Ranchi shall be the responsibility of the supplier. The rejected material, if any, shall have to be lifted by the supplier at their own cost within a week time from the date of intimation from JMF. JMF shall not be responsible for any deterioration due to delayed lifting of the rejected material by the supplier.
- 19.15 The Offer/Bid document submitted by a tenderer shall become the property of the Federation and the Federation shall have no obligation to return the same to the tenderer.
- 19.16 **Dispute/ Arbitration & Final Authority.**
- 19.16.1 Bid Rejection Criteria:
- A Bid may be rejected / treated as non – responsive if:**
- The Bidder fails to send /submit the Earnest Money Deposit (EMD) amount within the bid due date.
  - The Bidder does not meet the Eligibility or Pre-Qualification / Technical criteria and / or non-submission of documents specified.



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- The deviations from the terms mentioned in the document affects in any way of scope, quality and performance.
- Conflict of Interest between the Bidder and the JMF is detected at any stage
- Tender/ Bid document is unsigned and incomplete in any aspect.
- Bid validity is shorter than the required period

### 19.16.2 Disputes:

The Federation (JMF) and the bidder shall make every effort to resolve any dispute / disagreement in connection with the bid amicably by direct negotiation. However, the decision of managing Director, JMF will be final & binding in case the disagreement or dispute if not resolved by mutual negotiation.

Legal dispute if any, concerning to this supply shall be subject to such courts as Exercising Civil Jurisdiction over Ranchi

- 19.17 The tender document submitted by a tenderer shall become the property of the JMF and JMF shall have no obligation to return the same to the tenderer.

**Managing Director**  
The Jharkhand State Co-Op. Milk  
Producers' Fed. Ltd..







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**ANNEX- I**  
**Bidder's Profile/ Detail**

No	Details										
1	Name of Vendor/ Bidder										
2	Address Of Registered Office										
3	Address Of Factory/ Works										
4	Name of Contact Person										
5	Contact Nos.										
6	Email ID:										
7	Type Of Firm : Ltd Co/ Pvt. Ltd. / Partnership/ Proprietor										
8	Nature Of Firm: Manufacturer/ Traders / Autho. Dist. / Dealer										
9	Year Of Establishment										
10	Name Of Product, you Deal	<b>Please, Specify in separate sheet (As per below Format)</b>									
		<table border="1"><thead><tr><th>S. No</th><th>Item Description (Shortly)</th><th>Make/Brand</th></tr></thead><tbody><tr><td>1.</td><td></td><td></td></tr><tr><td>2.</td><td></td><td></td></tr></tbody></table>	S. No	Item Description (Shortly)	Make/Brand	1.			2.		
S. No	Item Description (Shortly)	Make/Brand									
1.											
2.											
11	G.S.T. No & Reg. Date										
12	PAN No & Date										
13	Turn Over Of last 3 Year (Rs.)	1.                      2.                      3.									
14	If You have maintained any quality standard (Pl. Specify)										
15	Name Of Clients (If required, Pl. Specify in separate sheet)	1.                      2.                      3.									
15	Min. Lead Time Required (Days)										
17	Bank Details	Name of Bank : Branch Address: Account No. : IFSC Code :									
1	Documents to Be Attached	1. Copy of Registration + PAN Copy + GST Regn. 2. ISO Certificates 3. Autho. Dealership 4. Fin. Statements 5. Product Brochures 6. Copy of PO's (Min.5)									





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### Annex-III

#### (Financial /Price Bid Format)

Offer date: \_\_\_\_/\_\_\_\_/2022

Name of Bidder: ..... (The bidder is requested to offer their best rate and filled the parameters as detailed below)

Description	Basic conversion rate per Kg (Rs.)	GST Amt. (@____%)	Packing Material Cost /Kg (Rs.)	GST Amt. (@____%)	Total Amount per Kg (Rs.)
1. Conversion of Milk into Skimmed Milk Powder (SMP) as per BIS Standard					
2. Conversion of Milk into Ghee as per Agmark Standard					

Total Amount (In Words) Rupees \_\_\_\_\_.

Calculation of Conversion of SMP & Ghee								
Estimated Material to be supplied					Materials to receive at Conversion Plant (Kg)		Commodity to be Supplied by Convertor (Conversion Plant)	
Milk Qty (Kg)	Fat%	SNF%	Kg Fat	Kg SNF	Total Fat	Total SNF	Ghee Qty (kg) as per Agmark against Fat Received (Kg)	SMP Qty (kg) as per BIS standards against Total SNF Received) (Kg)
5,00,000.00	4.0	8.50	20,000.00	42,500.00	20,000.00	42,500.00		

*Note: The Evaluation and comparison of bids shall be done on the basis of event wise quoted price (inclusive of applicable GST) for conversion charges considering the estimated inward and outward transportation cost for supply of raw milk and collection of converted products.*

Thanking you,

I/WE DECLARE THAT I/WE HAVE GONE THROUGH THE TENDER DETAILS AND T&C BEFORE FILLING UP OUR RATES AND SUBMISSION OF THE TENDER PAPER. I/WE ARE AGREEABLE TO ABIDE WITH THESE CONDITIONS UNTIL THE FINALISATION OF THE TENDER.

Date:

Place:

(Signature & Stamp of the Bidder)