

National e-Governance Division
Digital India Corporation
Ministry of Electronics & Information Technology
Govt of India

Notice Inviting Tender for Empanelment of Agency for providing IT-FMS Services for NeGD.

PAPERS TO BE SUBMITTED AS TENDER DOCUMENTS WITH THE TENDER

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National e-Governance Division (NeGD)
Digital India Corporation (DIC)
Ministry of Electronics & Information Technology (MoC&IT)
Government of India

6, CGO Complex, Lodhi Road, New Delhi – 110003
Tel: 011-24301971, 30481630, Fax: 30481611

Tender Notice

Sealed tenders are invited from Agency for providing IT-Facility Management Services (FMS) to Digital India Corporation (DIC) – National e-Governance Division (NeGD) Details regarding the tender may be downloaded from the website, www.negd.gov.in OR www.meity.gov.in. The tender should reach the office of the undersigned by **1500 hrs on 18th April 2018**. The technical bids will be opened at **1600 hrs on 19th April 2018** and Financial bids will be opened at **1600 hrs on 23rd April 2018**. The undersigned reserves the right to reject any or all the tenders without assigning any reason.

s/d
Director (Admin.)

**Tender Document for providing IT-FMS to National e-Governance Division,
DIC, MeitY, New Delhi**

Tender Notice No. : TN/NeGD/151/2012/IT-FMS - 2018

Last Date & Time of Receipt of Tender : **1500 hrs 18.04.2018**

Date and time of Opening of Tender : **Technical – 1600 hrs 19.04.2018**
Financial – 1600 hrs 23.04.2018

Name and Address of the Tenders : **Digital India Corporation**
National e-Governance Division
4th Floor, Electronics Niketan bldg.6,
CGO Complex, Lodhi Road,
New Delhi – 110003

Telephone Number : 011-30481605

Fax Number : 011-30481611

Web Site : www.negd.gov.in OR www.meity.gov.in

E-Mail Address of the Tender : sameerk.joshi@digitalindia.gov.in

Earnest Money : Rs. 1,00,000/- (Rupee One Lakh Only)

Earnest Money in Favor of : Digital India Corporation – NeGD

Section – I

Invitation for Bids

- 1.1** National e-Governance Division (NeGD) for IT-FMS as detailed in “Annexure – I” in section – II from agencies/firm/company.
- 1.2** Sealed offers prepared in accordance with the procedure enumerated in Section – II should be submitted to Director (Admin.), NeGD, 4th Floor, Electronics Niketan Bldg., 6, CGO Complex, Lodhi Road, New Delhi – 110003 not later than the specified date and time.
- 1.3** **Earnest Money Deposit (EMD).**
 - 1.3.1 All bids must be accompanied by earnest money deposit (EMD) of Rs. 60,000/- (Rupees Sixty Thousand Only) in the form of a Bank Draft/Pay Order from any Nationalized Bank in favor of Digital India corporation - NeGD payable at New Delhi. The Tenders not accompanied with Earnest Money or found incomplete in any respect are liable to be rejected out rightly. EMD shall be returned after finalization of Tender. EMD of the successful bidder shall be returned after the submission of Performance Bank Guaranty (PBG).
- 1.4** **Performance Bank Guaranty (PBG).**
 - 1.4.1 The successful bidder shall furnish a unconditional, irrevocable bank guarantee of Rs.1,25,000/- (Rupees One Lakh Thirty Thousand only) as performance security deposit, in favor of ‘Digital India Corporation – NeGD’, New Delhi. This guarantee shall remain valid for a minimum period of Ninety days beyond the date of completion of all the contractual obligations of the bidder.
- 1.5** **Eligibility Criteria.**
 - 1.5.1 The Combined Turnover of agency for last 3 year (i.e for yr 2014-15, 2015-16, 2016-17) of the bidder shall be minimum Rs.3,00,00,000/- (Rupees Three Crore only) only by providing IT Facility Management services to other organizations.
 - 1.5.2 The tender must be submitted along with the copies of:
 - (i) Copies of last three years Income Tax Returns.
 - (ii) Copy of the balance sheet for the last three years showing turnover.
 - (iii) Copy of the PAN Card.
 - (iv) Agency/Firm/Company Registration Certificate.
 - (v) GST Registration Certificate.
 - (vi) PF/ESI registration Certificate
 - (vii) Agency/Firm/company should have ISO 9001:2015
- 1.6** The categories of services indicated in the Tender Documents are tentative. NeGD reserves the right to increase or decrease the area of work depending on the needs, without assigning any reason.
- 1.7** The tender should be submitted in two covers with proper indication of the contents on each envelope as indicated in clause 2.1 of Section –II. The successful bidder would not be paid anything more than what is

quoted by the bidder and will be inclusive of all Taxes (as applicable), Mobile charges, Manpower cost etc.

- 1.10 This tender is not transferable.
- 1.11 NeGD reserves the right to reject any or all tenders without assigning any reason whatsoever.
- 1.12 The tender will be opened on the date and time indicated in Tender document (Ref: Page 3) above the presence of Bidders if any present on the occasion. If the date of opening is declared a holiday, the tender will be opened on the next working day.
- 1.13 Conditional tenders shall be rejected outrightly by NeGD.
- 1.14 No claim on account of payment of octroi/way bill, etc. shall be accepted.
- 1.15 Payment of bill will be made through crossed account payee cheque by NeGD-DIC on receipt of satisfactory services mentioned herein.
- 1.16 Schedules for invitation to tender:
 - a) Address at which tender is to be submitted:
National e-Governance Division (NeGD)
4th Floor, Electronics Niketan,
6, CGO Complex, Lodhi Road
New Delhi – 110003
 - b) Time & date for receipt of Tender: **1500 hrs on 18.04.2018**
 - c) Place, Time and Date of opening of **Technical bids 1600 hrs on 19.04.2018** and **Financial Bids 1600 hrs on 23.04.2018**
At O/o National e-Governance Division (NeGD)
4th floor, Electronics Niketan,
6, CGO Complex, Lodhi Road
New Delhi – 110003
 - d) NeGD shall not be responsible for any postal delay about non receipt/non-delivery of the documents. However tenderers are advised to preferably deliver and put in the box placed at reception NeGD office i.e at 4th Floor Electronics Niketan Bldg., 6 CGO Complex Lodhi Road, New Delhi – 110003, between 0930 hrs to 1700 hrs, Monday to Friday.
- 1.17 Canvassing in any form by the bidder or its associates shall lead to outright disqualification.
- 1.18 The person signing the tender form (or any other document forming part of the contract) on behalf of another person, shall be deemed to warranty that he has the authority to sign the documents and if, on enquiry it appears that the person so signing had no such authority to do so, the purchaser may without prejudice to other civil and criminal remedies against the contract holds the signatory liable for all costs and damages and forfeiture of the earnest money.

Section – II

Procedure for submission of Bids

- 2.1** It is proposed to have a Two Envelope System for this tender
- a) **Technical Bid** covering Technical evaluation bid document “**Annexure – I**” along with EMD & Declaration “**Annexure – III**” in one separate envelope.
 - b) **Financial Bid** in one separate envelope “**Annexure – II**”.
- 2.2** Technical Bid of the Tender should be kept in a separate sealed envelope super scribing the wordings “Technical Bid”.
- 2.3** Financial Bid of the Tender should be kept in a separate sealed cover super scribing the wordings “Financial Bid”.
- 2.4** The Earnest Money deposit (EMD) is to be paid by a Demand Draft in favor of Digital India Corporation - NeGD payable at Delhi and the draft must be attached with the Technical Bid.
- 2.5** The documents viz. Technical Bid Envelope and Financial Bid Envelope and prepared as above are to be kept in a single sealed cover super scribed with “IT-FMS to NeGD”
- 2.6** The Envelope thus prepared should also indicate clearly the name and address of the Bidders to enable the Bid to be returned unopened in case it is declared “late”.

Cost of Tender

- 2.7** The Bidders shall bear all costs associated with the preparation and submission of this Bid, including the cost of presentation for the purpose of clarification of the bid, if so desired by the NeGD. The NeGD will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering Process.

Modification of Tender Document

- 2.8** At any time prior to the last date for receipt of bids, NeGD may for any reason, modify the Tender Document.
- 2.9** Such modification will be notified on the website of www.negd.gov.in as well as www.meity.gov.in .

Language of Bids

- 2.10** The bids prepared by the Bidders and all correspondence and documents relating to the bids, exchanged by the Bidders and the Client, shall be written in Hindi/English language, provided that any printed literature furnished by the Bidder may be written in another language so long as accompanied by an Hindi/English translation in which case, for the purpose of interpretation of the bid, the English translation shall govern.

Documents comprising the Bids

- 2.11** The Bids prepared by the Bidder shall comprise of following components:-

- a) Tender Bid consisting of the following:-
- (i) Technical Specification as “Annexure – I”
 - (ii) Bid prices duly filled, signed and complete as per the format in “Annexure – II”

Section – III

3.1 Scope of Work

The scope of work for IT - FMS requires varied activities to be carried out as briefed below and detailed out subsequently.

Brief Overview of Scope of Work A brief overview of services required under the scope of work for FMS is given below:

- End User Hardware & System Software Management Services
- Server & Storage hardware and Software Management Services
- Network Management Services
- Software Management Services
- Security Management Services
- Preventive Maintenance
- Corrective Maintenance Services
- Asset Management Services
- Configuration Management Services
- Vendor Management Services
- Backup & Recovery Management Service
- NIC Cloud hosting, VPN and Email Services

Detailed Scope of Work, this section details out the scope of work for FMS for NeGD and covers the following broad services to be carried out by the FMS Partner:

- 3.1.1** End User Hardware & System Software Management Services this section details out the scope of work for the FMS Partner for maintenance of the end user hardware (i.e. Desktop PC /Laptops) at the Project site for the entire contract period. The FMS Partner shall be responsible for:
- i) Support related to Hardware as well as the operating system during the contract period.
 - ii) Installation of new software as well as operating system.
 - iii) Periodic updates / patch management of operating system & Anti-virus definitions
 - iv) Patch management of the operating system.
 - v) Monitoring the status of periodic updates undertaken by all employees at NeGD - both of the OS and the anti-virus application
 - vi) Monitor update/ patches of common applications installed all desktops
 - vii) Ensure proper working of operating system, web browser & other applications on each machine.

- viii) Formatting a system and reinstalling the OS, drivers, applications, antivirus etc.
- ix) Maintenance and support for the PCs / Laptops procured in future will also be the part of scope of work of the FMS Partner.
- x) Troubleshooting in case of problem (including any requirement of defragmentation, hardware related troubleshooting etc.).
- xi) Maintenance of all other hardware (including photocopiers/ printers, etc) on the Project site as and when required.

3.1.2 Server & Storage hardware and Software Management Services this section details out the scope of work for the FMS Partner for servers & storage maintenance at the Project site for the entire contract period. The FMS Partner shall be responsible for:

- i) Managing the servers on end-to-end basis like server administration, performance tuning, hardware and software support and upkeep of the server etc.
- ii) Handling of OS related issues, installation of OS upgrades and patches, re-installing OS if required.
- iii) Upgrades of windows / antivirus whenever required
- iv) Periodic system performance tuning including reviewing hard disk space, rebooting the servers after updation ensuring minimum downtime in applications being run on the server etc.
- v) Handling device/peripherals management, user management, file system management, files management services for the servers.
- vi) Implementing & maintaining operating system security/hardening and application level security for the servers.
- vii) Installation of any new software required to be installed on servers for multiuser usage
- viii) Facilitate the administrator in his/ her role in undertaking his administrative functions
- ix) Configuration of all mobiles (smart phones) with the email server and maintenance of the same.
- x) Taking regular data backup. The periodicity of data backup will be decided by the Project Director.

3.1.3 Network Management Services

This section details out the scope of work of the FMS Partner for network management at the Project site for the entire contract period. The FMS Partner shall be responsible for:

- i) Making sure the high availability & reliability of network / network equipments, at all times and performance maintenance.
- ii) Performance tuning and ensuring resilient performance.
- iii) Checking network status and taking remedial action in case of problems.
- iv) Daily monitoring of Network

- v) Maintain an updated inventory/asset list of complete IT network infrastructure and an updated set of documents for LAN / WAN network diagrams with relevant details.
- vi) Provide services for link / devices augmentation / deletion, relocation / connection / disconnection, etc. and addition of new users as and when required.
- vii) Activate provision of remote access to the mails as well as desktop PCs without compromising security. (Herein the FMS partner needs to analyse the existing infrastructure for the same).
- viii) Maintain the LAN within the Project site and VPN facilities being proposed to be activated.

3.1.4 Software Management Services

This section details out the scope of work of the FMS Partner for Software and Database Management at the Project site for the entire contract period. The FMS Partner shall be responsible for:

- i) Application and Database Administration will include :
Installation of updates and patches required for the Application.
Administration of users, roles and security systems for Application,
Database Backup as per Backup policy, Application Backup as per Backup policy, Administration of the Operating Systems of the Application.
- ii) Application Maintenance will include :
The maintenance requirements for the applications such as accounting, payroll, TDS, SPSS, SVN Server and Tally which are hosted on the machine. Providing maintenance and backstopping support for all applications loaded onto desktops and laptops. Installation and maintenance of any new software that may will be procured.

3.1.5 Security Management Services

This section details out the scope of work of the FMS Partner for Security related services for the entire contract period. The FMS Partner shall be responsible for providing:

- i) Support to upgrade, maintain and monitor security solutions. Herein the FMS Partner will also be required to provide consultation and support on optimum security along with procurement
- ii) Enable password protected application/ .exe downloads only on all desktops and laptops
- iii) Implement firewalls and maintain the same to ensure adequate checks on the spams/ anti-virus attacks /intrusions etc.
- iv) Implement such Asset management policies as notified by NeGD including restrictive USB devices.

3.1.6 Preventive Maintenance

The FMS Partner needs to carry out preventive maintenance activity once in every quarter in addition to the normal maintenance required and sub activities are detailed as below:

- i) Check for any loose contacts in the cables & connections.
- ii) Conduct preventive maintenance (including inspection, testing, satisfactory execution of diagnostics and necessary repairing of the equipment)
- iii) Asset Reconciliation

3.1.7 Corrective Maintenance Services

- i) Troubleshooting of any hardware problem and rectification of the same.
- ii) Troubleshooting of OS and databases etc and provide solutions for the same.
- iii) Desired Documentation of problems, isolation, cause and rectification procedures for building knowledge base for the known problems.

3.1.8 Asset Management Services

- i) The FMS Partner is required to create database of all IT assets like hardware, software, peripherals, etc., by recording information like configuration details, serial numbers, licensing agreements, warranty and AMC details, etc.
- ii) Record installation and removal of any equipment from the network and inform the Project Director even if it is temporary.
- iii) Create Software inventory with information such as Licenses, Version Numbers and Registration Details.
- iv) Register all software procured with respective OEMs
- v) Perform software license management and notify the Project Director on licensing contract renewal.

3.1.9 Configuration Management Services

- i) The FMS Partner is required to maintain a record of hardware as well as software and all other items indicated in the RFP (as well as all future procurements), including the details of policies implemented on the servers, n/w, databases, web servers, etc.
- ii) The FMS Partner shall keep soft copies of the configurations of each of the devices mentioned above.
- iii) The FMS Partner shall ensure & define change management procedures to ensure that no unwarranted changes are carried out on the equipments. All the changes carried out by FMS Partner must be formally approved by the Project Director.

- iv) The FMS Partner shall do proper version management of these configurations as the configurations may be changed from time to time. This is required to ascertain changes made to these configurations at different stages as well as have functional configurations.
- v) These configurations shall not be accessible in general except NeGD and must be kept confidential under the authority of project director.

3.1.10 Vendor Management Services

- i) The FMS Partner is required to coordinate with NIC officials, external vendors and Project Director for upkeep of the equipments and shall liaison with various vendors/OEMs for related works, equipment & Services.
- ii) The FMS Partner will maintain database of the various vendors including vendors for hardware under warranty, FMS Partners etc. with details like contact person, telephone numbers, escalation matrix, response time and resolution time commitments etc.
- iii) The FMS Partner shall, if required by Project Director escalate and log calls with vendors/OEM and Service Providers and coordinate with them to get the problems resolved.

3.1.11 Backup & Recovery Management Services

- i) The FMS Partner should ensure that a periodic backup of OS, configurations, data etc is done and undertake recovery of the same when needed for the servers /desktop PCs / Laptops etc.
- ii) Proper labeling and housing of the media for identification and retrieval.
- iii) Conduct restoration exercises at pre-defined periodic intervals to check availability of backed up data.
- iv) Regular maintenance of all the media and the back- up device on monthly basis.
- v) Ensure proper scheduling and taking of backups during non - peak hours.
- vi) To provide MIS reports such as weekly on backup and restoration logs (with reasons for failure), monthly report on planned backup & backups actually taken, quarterly report on number of restoration drill performed and percentage of success, health status of media and drive.
- vii) Managing and monitoring the backup of all servers.

3.1.12 NIC Cloud hosting, VPN and Email Services:

- i) Support to Project Manager for NIC based Cloud Hosting
- ii) Firewall Request Generation
- iii) VPN account creation

- iv) Implement/Manage NIC Email accounts concerned, wireless routers and VPN configuration
- v) Video conference setup
- vi) Domain Name Registration/Management

3.2 REQUIREMENT OF MANPOWER

2.1 Details of Manpower (IT-FMS Manpower) Required FMS partner shall deploy **two nos. of resources out of which one resource should have at least of 8-10 years of working experience in required scope of work need to be deputed in NeGD on regular basis.** The resources deputed at NeGD services must be aware of NIC Network/ Procedures etc.

2.2 **On call support** – FMS will handle the highly specific & skilled tasks of entire projects of NeGD. FMS shall provide services of Experts, as and when required on phone and should ensure that the required expert will provide services within a maximum period of 1 day of the requirement being communicated by the NeGD Project Director(s). FMS shall provide adequate support to Technical Services in resolving the problems by providing off-site / on-site support.

Section - IV

4.1 Evaluation of Bids

1. Bids will be evaluated on Technical and Financial criteria.
2. A minimum score of 70 (out of 100) is required for qualifying in technical bid evaluation.
3. The contract will be given on the Technical (70% weightage) & Financial (30% weightage) parameters as per Technical Bid “**Annexure – I**” Financial Bid “**Annexure - II**” submitted by bidders. On Quality and Cost Based Selection (QCBS) on Moderate Complexity basis

4.1.1 **Technical Bid Parameters:-**

SN	Parameters	Marks
1	Length of experience of providing similar service within Government Department/PSU in experience to working with NIC. Above 10 years of experience – 25 points 05-09 years of experience – 15 points 01-04 years of experience – 10 points	25
2	Client profile – Number of, Government organizations/PSUs served (list of clients to be enclosed with the technical bid) More than equals to 10 clients – 25 points 05-09 clients - 15 points 01-04 clients - 10 points Less than 1 clients – 0 point	25
3	Client satisfaction (Satisfactory services certificate from client	25

	organization to be attached) More than and equals to 10 clients – 25 points 05-09 clients - 15 points 01-04 clients- 10 points Less than 1 clients – 0 point	
4	Sound financial standing of the tendering firm in terms of annual turnover during the last two years. Less Than 2 crore - 10 points More than 3 crore to 4 crore - 15 points More than 4 crore - 25 points	25

4.1.2 Financial Bid Parameters:-

1. Financial weightage will be decided on the basis of Technical Score i.e **100 (Multiplied by) Lowest Quote (divided by) Actual Quote**

1.2 Terms & Conditions

4.2.1 PANEL: Based on the score on financial parameters NeGD will empanel agency for providing services.

4.2.2 TENURE OF CONTRACT: The tenure of the contract shall ordinarily be two year. However, the competent authority in NeGD, may at his discretion, allow extension of the tenure of contract, up to two spells with hike of 5% (at quoted price) for first succeeding year and further with hike of 10% (at quoted rates) at second succeeding year each subject to satisfactory services of the firm on mutual consent.

4.2.3 SATISFACTORY SERVICES – The decisions of P& CEO (NeGD) or any other officer authorized by the P&CEO, NeGD, will be final and binding on the firm/ agency for the purpose of determining satisfactory services.

4.2.4 PROHIBITION OF SUB CONTRACT – The firm / agency shall not appoint any sub-contract for this work under any circumstances.

4.2.5 RESOLUTION OF DISPUTE – In case of any dispute the decisions of P&CEO, NeGD shall be final.

4.2.6 PAYMENT – The payment shall be released on submission of Bills/Invoices along with supporting by Cheque/ECS transfers, and will be paid in monthly equated instalments of the quoted price.

4.3 GENERAL TERMS AND CONDITIONS

- 4.3.1** The Vendor shall adhere to the time schedule provided by NeGD for services and delivery. The vendor/company would be required to deliver at the designated places to be informed by NeGD.

- 4.3.2** The vendor shall be liable to indemnify NeGD in all respects and meet and pay off litigation expenses and all the liabilities including damages, sums etc. arising out of and as a consequence of the negligence, deficiencies, mistakes, lapses, delays etc. in the execution of the various jobs and the services provided.

- 4.3.3** There is no provision for making advance payment to the vendor.

- 4.3.4** Dispute if any, will be subject to jurisdiction of the appropriate court in Delhi.

NATIONAL E-GOVERNANCE DIVISION**Digital India Corporation****Ministry of Electronics & Information Technology**4th Floor , Electronic Niketan, 6 CGO Complex, Lodhi Road New Delhi – 110003**Technical Bid for Empanelment of Agency for outsourcing of Manpower to NeGD.****Annexure -I**

s.no	Particulars	Details to be filled by the Agency
1	Name of the Firm / Agency	
2	Registered office/business address of the agency	
3	Name of Contact Person(s)	
4	Address with telephone, Fax numbers, Email and	
5	name(s) of the contact person (s) Year of Incorporation/Constitution of the Firm/Agency	
6	Income Tax - PAN No. (Attach copy of PAN)	
7	GST No. (Attach copy of Goods & Service Tax certificate)	
8	ISO 9001:2015 Certification. (Attach copy of Certificate)	
9	Whether registered with Registrar of Firms/Companies.	
10	Date of Registration (Attach copy of Registration)	
11	(i)	
12	Names, address & telephone numbers of three big corporate clients may be provided for obtaining necessary confirmation regarding the standard of service and other relevant details	YES/NO

13	Whether the agency has achieved annual turnover of Rs. 3 crores in any of the last 3 (i.e. 2014-15, 2015-16, 2016-17) financial years, Please attaché copies of annual financial accounts, certified from CA regarding income from supply of manpower	Turnover for :- FY 2015-16 Rs FY 2016-17 Rs
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17. Format for giving details of key personnel of the agency

Sl. No.	Name of personnel	Designation	Years with Agency	Contact number	Any information

18. Details of EMD

Demand Draft No.....

Date of issue

Name of issuing bank.....

19. Any other relevant information :

20. **Verification** – The application for empanelment should be signed by the authorized signatory verifying that all the details furnished in the application are true and correct to the best of his/her knowledge and that in case of furnishing any false information or suppression of any material information, the application shall be liable for rejection besides initiation of penal proceedings by NeGD if it deems fit.

Signature of authorized signatory

Name:

Date:

Place:

Seal of Agency/Firm/Company

NATIONAL E-GOVERNANCE DIVISION

Ministry of Communication & Information Technology

4Floor , Electronic Niketan,6 CGO Complex, Lodhi Road New Delhi – 110003

Annexure - II

Financial Bid for Empanelment of Agency for Outsourcing of Manpower for NeGD.

1. Name and address of tendering Service:

Provider Company / Firm / Agency

1	2	3
No	Description	Cost for deploying of two resources Per Annum (Including all Taxes) in INR
1	For deploying of Technically qualified manpower in NeGD	To be Filled by Bidder

Name & Signature of Authorized Person

Mobile No: _____

E-Mail ID: _____

Seal of the Company

NATIONAL E-GOVERNANCE DIVISION

Ministry of Communication & Information Technology

4Floor , Electronic Niketan,6 CGO Complex,Lodhi Road New Delhi – 110003

Annexure – III

DECLARATION (To be given on a stamp paper of Rs. 10/-)

I, Mr. / Ms. / Dr. _____ Son / Daughter / Wife
of Shri _____ Proprietor / Partner /
Director, a authorized signatory of the Company / Firm / Agency, namely M/s
_____ is competent to sign this declaration

and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;

3. The information / documents furnished along with the above application 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;

4. I do hereby undertake that the Company / Agency / Firm shall comply with all statutory provisions relating to Goods & Service tax and any other taxes / Acts / Rules relevant to the matter and in case any liability arises on CERC on this account, the Company / Agency / Firm shall bear the same;

5. It is also certified that the Company / Firm / Agency namely M/s _____ having its registered office at _____ has not been black-listed by any Government.

Name & Signature of Authorized Person

Mobile No: _____

E-Mail ID: _____

Seal of the Company