

**TENDER DOCUMENT FOR SUPPLY OF AIR CONDITIONER
FOR THE YEAR 2019-2020
(3 Star 1.5 T Windows AC, 3Star 1.5T Split AC, 3Star 2 T Split AC)**

**CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR
(HEALTH & F.W. DEPTT., GOVT. OF ORISSA)**

Bid Reference No. - CDM & PHO/Jaipur (5975/21.08.19) 2019-2020

DATE OF COMMENCEMENT OF THE BID DOCUMENT	: 21.08.2019
PRE-BID DATE	: 28.08.2019 at 11.00 AM
LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS	: 11.09.2019 at 04.00PM
DATE & TIME OF OPENING OF COVER-A (Technical Bid)	: 12.09.2019 at 11.30 am
DATE OF OPENING OF COVER-B (Price Bid)	: Will be notified later on.
PLACE OF OPENING OF BID DOCUMENTS	
AND	Office Chamber, CDM&PHO, Jajpur
ADDRESS FOR COMMUNICATION	: O/o Chief District Medical &
AND	P.H.Officer, Jajpur
RECEIPT OF BID DOCUMENTS	Tel: 06728-222597
	Email: cdsjajpur@gmail.com
	dpmujajpur1@gmail.com

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR


20/8/19

NOTICE INVITING BID DOCUMENT

Sealed tenders are invited from different bidders having valid GST registration certificate & OEM certificate/OEM Authorization Certificate for supply of Air Conditioners as per the specification given by Chief District Medical and Public Health Officer, Jajpur. The Bidders download the Tender Documents directly from the WEBSITE available at www.jajpur.nic.in. The Tender cost fee of Rs.2000/-(Two thousand) only and the EMD cost for the tender will be Rs 30000/-(Thirty thousand)only by Demand Draft drawn in favour of C.D.M.& P.H.O., Jajpur should be enclosed along-with the Technical Bid. The Bidders should specifically super scribe, "DOWNLOADED FROM THE WEBSITE" on the top left corner of the outer envelope containing Technical Bid and Price Bid separately. The Tender cost fee and the EMD amount should be submitted separately in shape of demand drafts in the technical bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website, the CDM&PHO, Jajpur shall have no responsibility for any delay / submission on part of the bidder.

Price of bid document: Rs. 2000.00 (Non-refundable)

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website (www.jajpur.nic.in)

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TERMS AND CONDITIONS

Sealed tenders will be received by Dated. **11.09.2019** up to **04.00 PM** by the CDM&PHO, Jajpur for the purchase Supply, installation and commissioning of **1.5 ton Window Air Conditioner, 1.5 ton Split Air Conditioner & 2 ton Split Air Conditioner**

- 1.1 Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The bidder(s) are to submit their tender in separate sealed covered envelopes for technical bid and price bid by super scribing Cover "A" (Technical Bid) & Cover "B" (Price Bid) and both the covers should be put into a third Cover, which should be super scribed as "Tender for supply of Air Conditioner".
- 1.3 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened in the Office Chamber of the **CDM & PHO, Jajpur** on date **12.09.19** at **11.30 AM**. The tenderers or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.
- 1.4 No tender documents can be accepted after the scheduled date and time for receipt of bids.
- 1.5 The scope of work shall include Supply, Installation & commissioning. This will also include delivery & installing at site. The successful bidder will assume full responsibility of the complete system until final acceptance.
- 1.6 Rate should be quoted in Indian Currency, both in words and figures against each item as the payments will be made in Indian currencies only. The tendered shall not quote the rate for any item other than the item specified in the list
- 1.7 The Tax will be charged as per the guidelines given by the Finance Dept., Govt. of Odisha from time to time. Only GST will be paid to the supplier.

A. Price:

1. The price quoted for the above items should be inclusive of packing, transportation, insurance, free installation, Trunkey and exclusive of GST and other tax(if any) only. The price should be quoted in price format (Annexure-2) indicating the basic price and other incidental & Trunkey charges separately. In case of discrepancies between figures and words, words shall be taken in to consideration.
2. Purchaser shall only ensure the place of installation, availability of external power supply.

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Specifications:-

1. The quoted product should be recent one and as per the specification enclosed at Annexure -I. (Required catalogue on the product description should be attached with the tender).

ELIGIBILITY CRITERIA

The tenderer must be a reputed Original Equipment Manufacturer/their authorized distributors/ dealer/agency.

- (i) Valid OEM certificate.
- (ii) OEM should have a registered office in India and branch office in Odisha. The certificate to this effect should be submitted.
- (iii) The tenderer must have successfully executed works of similar nature of value not less than Rs.15 lakhs in single order in the last 2 years (Annexure – 8)
- (iv) Valid ISO 9001 certificate of OEM.
- (v) Product should have safety standards as per regulatory authority (necessary documents to be attached).
- (vi) Proof of Average annual turnover of the bidders/ firm of Rs.1 Crore or more in last three (3) financial years in India.
- (vii) Bidders who have been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting. Declaration must be given through Notary.

Authorised distributors/Dealers/Agencies are eligible to participate in the tender provided:-

- (viii) They have to submit OEM authorization and power of attorney to transact business on behalf of the manufacturer. The authorized distributor/dealer/ may raise bill, if specially authorised by the OEM.
- (ix) The authorised distributor will submit all the documents in support of eligibility of the OEM as mentioned in along with the tender.

B. Following documents should be submitted with the Technical Bid (COVER-A):-

1. Tender cost of Rs.2000/-
2. Earnest Money Deposit (EMD) of Rs.30,000/-
3. OEM authorization (in case of authorized dealer/distributor)
4. OEM Certificate.
5. Valid ISO 9001 certificate.
6. Proof of safety standards of the product.
7. GST registration Certificate of bidders
8. Latest GSTR3B Copy.
9. Photo copy of PAN of the bidding firm
10. Valid CIN number certificate.
11. Annual Average Turnover of Rs. 1 Crore or more of bidders/firms in the last 3 financial years (Annexure-5).
12. Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa. (Annexure 7)
13. Declaration as per format (Annexure-4.)
14. Deviation or No deviation if any(annexture-9)
14. Equipment offered shall have complete DATA sheets and detailed description on OEM web sites with OEM printed catalogues (catalogue must be enclosed)**

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C. COVER – B (PRICE BID)

1. The tender format giving the quoted rate for **1.5 ton Window Air Conditioner, 1.5 ton Split Air Conditioner, 2 ton Split Air Conditioner** should be sent in a separate sealed cover hereafter called **Cover “B” (Price Bid)**. **Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid (Cover – A) and product is as per tender specification.**
2. The tender format (Price Schedule) in duplicate in the prescribed form (as per **Annexure – 2**), both hard copy and soft copy must be submitted in Cover-B. The price of the item should be quoted inclusive of insurance, packing, forwarding, freight (door delivery), installation, warranty but exclusive of GST and other tax(if any) and the turnkey job in a separate column. The rate should be quoted for each item both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
3. The Cover “B” will be opened of successful bidders in the Office Chamber of the CDM&PHO, Jajpur in the presence of the tenderer or their authorized Representatives which will be intimated latter.

D. Earnest Money Deposit & Tender processing fee

1. The Bidders have to download the Tender Documents directly from the website available at <http://jajpur.nic.in>.
The Tender processing fee of Rs.2000/- (Non-refundable) by Demand Draft drawn in favour of **CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR**, payable at Jajpur should be enclosed along-with the Bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office notice board before last date of purchase of the tender document and the Director shall have no responsibility for any delay / omission on part of the bidder
 2. The tender should be accompanied with Earnest Money Deposit (EMD) amounting Rs.30000/- in shape of Bank Draft from any Nationalized/ Scheduled Bank in favour of **CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR**, payable at Jajpur falling which tender will be rejected.
 3. The EMD of the unsuccessful bidders will be returned after finalization of tender & in case of successful tenderer; the EMD will be returned after submission of performance security. EMD of successful tenderer/s will be forfeited, if he/they does/do not accept the purchase order.
- E. The selected firm has to complete the Supply, installation and commissioning within 30 days of issue of purchase order. If the firm fails to supply and install the item/s in time or supplies are not upto standard, appropriate action like forfeiting the EMD, imposing Liquidated Damage penalty @ 0.5% per week etc. will be initiated.

F. Performance Security:

1. 10% of the purchase order value will be submitted by the firm towards performance security within 10 days of receipt of purchase order in shape of Bank Guarantee (Prescribed format in Annexure-3).
2. The performance deposit will be refunded to the firm after the warranty period and shall

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be released by the purchaser after fulfilment of all warranty obligations by the bidder.

G. EVALUATION:

1. The price bid (Cover-B) will be opened only for the bidders qualified in the technical evaluation.
2. The cost of A.C (inclusion of the transportation, packing & forwarding & onsite warranty + cost of the Turnkey job (i.e. installation, cabling, electrical fittings, civil works etc,) but excluding GST will be evaluated.

I. Delivery and Installation:

1. Delivery and installation at the destination point of each item should be completed within 30 days from the date of issue of purchase order falling which liquidated damage @ 0.5% per week shall be deducted from final payment, for each week of delay beyond the delivery period up to maximum of 2%.

J. Warranty:

1. All the items should be covered under 2 year **onsite comprehensive warranty** from the date of installation & commissioning.
2. The **compressor** of the AC must be covered under **5(five) years warranty**.
3. The approved supplier has to submit an undertaking in non-judicial paper attested by Notary Public for comprehensive warranty on the entire system and 5 years Comprehensive warranty for the Compressors.

K. Payment:

100 % payment shall be made after submission of stock entry certificate(s) duly certified by the concerned officer with installation & demonstration certificate/s and warranty certificate.

L. General Conditions:

1. In the event of the date being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following working date & time.
2. The tenders received by the date and time will be opened as per the scheduled date and time in presence of the tenderer or their authorized representatives.
3. The quantity mentioned may increase /decrease depend on the requirement.
4. All legal disputes relating to the purchase etc. are subject to the jurisdiction of court of law at Jajpur.
5. The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.



Chief District Medical and Public Health Officer, Jajpur

ITEM WISE DESCRIPTION TECHNICAL SPECIFICATION1. 1.5 ton Window Air Conditioner

Name of Item	Specification
1.5 ton Window Air Conditioner	Nominal cooling capacity in Ton / (kcal/hr): 1.5 Ton / 4500 kcal/hr
	Coil Material: 100% Copper Coil
	Eco-friendly refrigerant: Yes
	Features: Rust Resistant, High Efficient Inner Grooved Copper Tube, Easy Clean Filter, Powerful Cooling, Auto Clean, Auto-Restart, Sleep Mode, Auto Operation / Smart, Easy-Clean Panels & Filters etc
	Packing List: 1 AC Remote with Battery AND User Manual
	Compressor: ROTARY
	BEE Star Rating: 3
	Warranty on Machine: 1 Year
	Warranty on Compressor: 5 Years
Installation and commissioning: With Installation and Commissioning	

2. 1.5 ton Split Air Conditioner

Name of Item	Specification
1.5 ton Split Air Conditioner	Nominal cooling capacity in Ton / (kcal/hr): 1.5 Ton / 4500 kcal/hr
	Coil Material: 100% Copper Coil
	Eco-friendly refrigerant: Yes
	Features: Turbo Cooling, Auto Restart, Auto Diagnosis, Sleep Mode
	Minimum length of copper pipe and suitable connecting electrical cable for installation and commissioning: 3.2 Mtr
	Packing List: Copper Pipe, Drain Pipe, Cable, AC Remote with Battery AND User Manual with AC outdoor Bracket
	Compressor: ROTARY
	BEE Star Rating: 3
	Warranty on Machine: 1 Year
	Warranty on Compressor: 5 Years
Installation and commissioning: With Installation and Commissioning	

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3. 2 ton Split Air Conditioner

Name of Item	Specification
2 ton Split Air Conditioner	Nominal cooling capacity in Ton / (kcal/hr): 2 Ton / 6000 kcal/hr
	Coil Material: 100% Copper Coil
	Eco-friendly refrigerant: Yes
	Features: Turbo Cooling, Auto Restart, Auto Diagnosis, Sleep Mode
	Minimum length of copper pipe and suitable connecting electrical cable for installation and commissioning: 3.2 Mtr
	Packing List: Copper Pipe, Drain Pipe, Cable, AC Remote with Battery AND User Manual with AC outdoor Bracket
	Compressor: ROTARY
	BEE Star Rating: 3
	Warranty on Machine: 1 Year
	Warranty on Compressor: 5 Years
Installation and commissioning: With Installation and Commissioning	

Handwritten signature
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ANNEXURE-2

PRICE BID FORMAT FOR SUPPLY OF AIR CONDITIONER FOR THE YEAR 2019-2020

Sl No.	Name of the Items	Brand Name	Rate per Unit Including transportation & Installation with all duties, and other levies	GST AND OTHER TAX (IF ANY)
1	3 Star 1.5 Ton Window Air Conditioner			
2	3 Star 1.5 Ton Split Air Conditioner			
3	3 Star 2 Ton Split Air Conditioner			

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ANNEXURE-3

Performance Security Bank Guarantee Format

----- [Bank’s Name and Address of issuing branch of Office]
Beneficiary:[Name and Address of the Purchaser] Performance Guarantee
No.....

We have been informed that [Name of the supplier] (hereinafter called “The Supplier” has entered into Contract
No. [Reference No. of the Contract]) dated..... with you, for the supply of [description of items].

Furthermore, we understand that according to the conditions of the contract, a performance guarantee is
required.

At the request of the supplier, we [name of the bank] hereby irrevocably undertake to pay you any sum or sums
not exceeding in total amount of [amount in figures]..... [amount in words]..... Upon
received by us of your first demand in writing accompanied by a written statement stating that the supplier is in
breach of its obligation(s) under the contract, without your needing to prove or to show grounds for your
demands or the sum specified therein.

This guarantee shall expire no later than the day of and any demand for payment under it
must be received by us at this office on or before that date.

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[(Signatures (s))]

DECLARATION FORM

I / Wehaving my / our
.....office at.....do declare that I / We have carefully read all the terms
& conditions of tender of the _____, Orissa for the supply of A.C 1.5 ton. The approved rate will
remain valid for a period of one year from the date of approval. I will abide with all the terms & conditions set
forth in the tender paper Reference no.

**I/We do hereby declare I/We have not been de-recognised / black listed by any State Govt. / Union
Territory / Govt. of India / Govt. organisation / Govt. Health Institutions for supply of Not of Standard Quality(NSQ)
items / part-supply / non-supply.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or Security
Deposit and blacklist me/us for a period of 5 years if, any information furnished by us proved to be false at the
time of inspection / verification and not complying with the Tender terms & conditions.

I / We further declare that I / We possess valid manufacturing license / authorised distributor bearing No.
.....Valid upto I / Wedo hereby
declare that I / we will supply the _____ as per the terms, conditions & specifications of
the tender document. I / we further declare that I / we have a service centre / will establish a service centre
within one month of installation of the equipment in Orissa.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

Handwritten signature and date: 21/8/15

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s _____ who is a Manufacturer/
Distributor unit for the last three years are given below and certified that the Statement is true and correct.

<i>Sl.No.</i>	<i>Year</i>	<i>Turnover in Lakhs / Crores (Rs)</i>
1.	2016 - 2017	-
2.	2017 - 2018	-
3.	2018 - 2019	-

Date:

Place:

(Name in Capital)

Signature of Auditor/
Chartered Accountant

Registration No.

Seal

NB: This certificate should be supported by figures in balance sheet/Pl account of Income Tax Return.

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MANUFACTURER'S AUTHORISATION FORMAT

To

The Chief District Medical and Public Health Officer
Jajpur

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We _____ who are
established and reputed OEM's of _____ (name and
description of items offered) having factories at _____ (Address of Factory) do
hereby authorize M/s _____ (Name and address of Distributor
/ Agent) to submit a bid and sign the contract with you against the above referred tender.

We also extend our full guarantee for the items quoted by M/s _____
_____ as per the terms and conditions in your tender
under reference above.

Yours faithfully,

Name of the Manufacturer
(Signature with seal)

Note: This letter of authority should be on the Original letter head of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included in the bid submitted by the tenderer if the tenderer is not the manufacturer.

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ANNEXURE – 7

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON/ SERVICE CENTRE

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Address of Local Contact Person / Branch Office / Zonal Office /
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		
Name of the issuing authority		
Import License (in case of Importer only)		
GST Registration	(Furnish photocopy of GST)	
PAN	(Furnish photocopy of PAN)	

Signature of the Tenderer:

With seal

Date:

Official Seal:

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PROFORMA FOR PERFORMANCE STATEMENT

Tender Reference No. :

Name of Tenderer :

Name of Manufacturer:

Sl.	Order placed by (Address of purchaser) (attach documentary proof)*	Order no. & Date	Item Name	Manufacturer	Qty	Value of Contract (Rs.)
1						
2						
..						

Signature and seal of the Tenderer

* The documentary proof will be copies of the purchase order.

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Deviation / No-deviation Statement1. 1.5 ton Window Air Conditioner

Name of Item	Specification	Deviation		Brand Name
		Yes	No	
1.5 ton Window Air Conditioner	Nominal cooling capacity in Ton / (kcal/hr): 1.5 Ton / 4500 kcal/hr			
	Coil Material: 100% Copper Coil			
	Eco-friendly refrigerant: Yes			
	Features: Rust Resistant, High Efficient Inner Grooved Copper Tube, Easy Clean Filter, Powerful Cooling, Auto Clean, Auto-Restart, Sleep Mode, Auto Operation / Smart, Easy-Clean Panels & Filters etc			
	Packing List: 1 AC Remote with Battery AND User Manual			
	Compressor: ROTARY			
	BEE Star Rating: 3			
	Warranty on Machine: 1 Year			
	Warranty on Compressor: 5 Years			
Installation and commissioning: With Installation and Commissioning				

2. 1.5 ton Split Air Conditioner

Name of Item	Specification	Deviation		Brand Name
		Yes	No	
1.5 ton Split Air Conditioner	Nominal cooling capacity in Ton / (kcal/hr): 1.5 Ton / 4500 kcal/hr			
	Coil Material: 100% Copper Coil			
	Eco-friendly refrigerant: Yes			
	Features: Turbo Cooling, Auto Restart, Auto Diagnosis, Sleep Mode			
	Minimum length of copper pipe and suitable connecting electrical cable for installation and commissioning: 3.2 Mtr			
	Packing List: Copper Pipe, Drain Pipe, Cable, AC Remote with Battery AND User Manual with AC outdoor Bracket			
	Compressor: ROTARY			
	BEE Star Rating: 3			
	Warranty on Machine: 1 Year			
	Warranty on Compressor: 5 Years			
Installation and commissioning: With Installation and Commissioning				

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3. 2 ton Split Air Conditioner

Name of Item	Specification	Deviation		Brand Name
		Yes	No	
2 ton Split Air Conditioner	Nominal cooling capacity in Ton / (kcal/hr): 2 Ton / 6000 kcal/hr			
	Coil Material: 100% Copper Coil			
	Eco-friendly refrigerant: Yes			
	Features: Turbo Cooling, Auto Restart, Auto Diagnosis, Sleep Mode			
	Minimum length of copper pipe and suitable connecting electrical cable for installation and commissioning: 3.2 Mtr			
	Packing List: Copper Pipe, Drain Pipe, Cable, AC Remote with Battery AND User Manual with AC outdoor Bracket			
	Compressor: ROTARY			
	BEE Star Rating: 3			
	Warranty on Machine: 1 Year			
	Warranty on Compressor: 5 Years			
	Installation and commissioning: With Installation and Commissioning			

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CHECK LIST

(To be submitted in Technical Bid)

Note : The documents has to be arranged serially as per the order mentioned in the check list

Please put ✓ in the respective box

COVER – A (TECHNICAL BID) DOCUMENTS: SUBMITTED OR NOT

- | | | | | | |
|--|----------|-----|----|--|--|
| 1. Tender document Fee | Page No | Yes | No | | |
| 2. Earnest Money Deposit | Page No. | Yes | No | | |
| 4. Availability of Service Center in Odisha | Page No. | Yes | No | | |
| 5. Declaration form Self signed by the Tenderer | Page No. | Yes | No | | |
| 6. Performance Statement (Last 2 year Order copies) | Page No. | Yes | No | | |
| 7. Proof of avg. Annual turnover of Rs.1 Crore or more for preceding 3 financial years | Page No. | Yes | No | | |

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8. Manufacturer Authorisation Certificate
(OEM Certificate for Manufacturer)

Page No.		Yes		No	
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9. Catalogues of the Products

Page No.		Yes		No	
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10. Valid CIN number Copy

Page No.		Yes		No	
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11. Copy of GST Registration Certificate

Page No.		Yes		No	
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12. Latest GSTR3B Certificate

Page No		Yes		No	
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13. Latest Tax payment Details

Page No		Yes		No	
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14. Photocopy of PAN

Page No.		Yes		No	
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15. Copy of ISO-9001

Page No		Yes		No	
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16. Copy of safe guard certificate

Page No		Yes		No	
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17. Local contact address

Page No		Yes		No	
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18. Deviation & No Deviation Copy

Page No.		Yes		No	
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19. Original Tender Copy duly sealed & signed

Page No.		Yes		No	
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