

**NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION & RESEARCH
(NIPER), SECTOR 67, S. A. S. NAGAR (MOHALI) PUNJAB – 160062**

www.niper.gov.in

Telephone No. 0172-2214682-87, Fax No. 0172-2214692, 2230068

INVITATION OF BIDS FOR SUPPLY OF BOOKS TO NIPER LIBRARY

Tender ID 2023 DPHAR 771866 1.

The National Institute of Pharmaceutical Education & Research (NIPER), Sector-67, S.A.S. Nagar-160062 invites item rate online bids on behalf of the Director NIPER, S.A.S. Nagar from interested at NIPER, S.A.S. Nagar, Mohali campus as per requirement given in Annexure –II.

The tender document can be downloaded from the institute's website www.niper.gov.in and CPP Portal :<https://eprocure.gov.in>. The eligible and interested firms are requested to offer their most competitive & realistic rates as per the Price Bid.

1.	Name of work & Location	SUPPLY OF BOOKS TO NIPER LIBRARY
2.	Earnest Money	Rs. 20,000/-

Critical Date Section

1	Date of submission of e-tender	Start Date 16.09.2023 at 09.00 PM
		End Date : 09.10.2023 at 03.00 P.M
2	Opening of Technical Bid (online)	10.10.2023 at 03.00 P.M

Director, NIPER reserves the right to reject any or all tenders without assigning any reasons. Corrigendum/Addendum or Cancellation of this advertisement, if any, shall be published on NIPER Website and <http://eprocure.gov.in/>.

The tender forms and other details can be obtained from the website: <http://eprocure.gov.in/> and official website of the NIPER, S.A.S. Nagar at <http://niper.gov.in>. The contractors are requested to get their firm registered on the website <http://eprocure.gov.in/>, for participating in e-tendering process.

AR (S & P)

INSTRUCTIONS TO TENDERERS

The National Institute of Pharmaceutical Education & Research (NIPER), Sector-67, S.A.S. Nagar-160062 invites item rate online bids on behalf of the Director NIPER, S.A.S. Nagar from interested at NIPER, S.A.S. Nagar , Mohali campus as per requirement given in Annexure –II”.

1) Pre-Qualification /Eligibility Criteria:

The tenderer should satisfy the below mentioned criteria and should invariably submit valid documentary evidence to support the eligibility claim:

- a) Tenderer should be a member of the Federation of Publishers’ and Booksellers’ Association in India (FPBAI)/ registered State or National Booksellers’ and Publishers’ Association.
- b) Tenderer should have a Permanent Account Number (PAN) and should have registered office.
- c) The tenderer should be an authorized agent of at least three publishers dealing in Science, Technology, Pharmacy, Management among (Elsevier, Springer, John Wiley, Taylor & Francis, Mc-Graw Hill, Cambridge University Press, Oxford University Press)
- d) The tenderer should not have been debarred or blacklisted by any Central / State Government or any State Government Department(s) and the tenderer should not have any litigation pending in any of the Court(s).
- e) The tenderer shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs 20,000/- which is refundable by way of demand draft only. The demand draft shall be drawn in favour of “Director NIPER” payable at Chandigarh/Mohali. The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid.
- f) The bid of any tenderer who has not complied with one or more of the conditions of eligibility criteria and / or fail to submit the required documents as required / or mentioned in tender document are liable to be summarily rejected.
- g) The Institute reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to the award of contract without assigning any reason whatsoever.

Terms and Conditions

2) General Terms and Conditions:

- a) The price quote should be valid at least for 150 days.
- b) Tenderer to quote rates in Indian Rupees (INR) of latest edition only and library will not accept the increased price at the time of delivery.

- c) Tenderer to quote price FOR NIPER
- d) The publication supplied must be new and in good condition without any defect/damage
- e) Any of publication if it is rejected by the NIPER should be taken back within 15 days by the tenderer at their own risk and cost after which no responsibility will be accepted by NIPER.
- f) Quantity of items may increase or decrease or may be cancelled up to any extent.
- g) Tenderer is required to submit duly signed and stamped copy of terms & conditions of this bid document with part 1 (**Technical Bid**).

3) Discount:

Standard discount rate is minimum 15% on the list price. Tenderer has to quote for at least 10 titles. Order shall be placed to the tenderer who will offer maximum discount

4) Purchase Orders

- a) The purchase order shall be placed to the L1 party who so ever fulfills the terms and conditions of the tender document.
- b) Supply of books has to be made strictly against the purchase order only.
- c) Sending an acknowledgment of the receipt of purchase order, which is taken as an acceptance of the purchase order, is mandatory, preferably by email (library@niper.ac.in)
- d) Any clarification/query regarding the purchase order should be sought from the Library within five [05] days of receipt of the order.

5) Time-frame for supply:

- a) 30 days [maximum] – for Indian / Foreign titles (If available in India).
- b) 45 days [maximum] – for foreign titles [if not available in India].
- c) The Books should be consigned to Librarian, NIPER, Sector 67 S.A.S. Nagar, Mohali- 160062
- d) If the requested title(s) is OFP (Out of Print) or POD (Print on Demand), sufficient valid supporting documentary proof should accompany the communication seeking any extra time for supply.
- e) In case of titles that are not supplied, a certificate of non – availability of those titles in the market from the publisher / publisher's distributor.
- f) If the provided reason for delay is justified with adequate proof e.g., communication from publisher / publisher's distributor or stockiest, the librarian may consider extending the supply time as may deem fit. However, this should not exceed two [02] weeks from the original supply due date.
- g) The supply should be free of freight charges and no hidden charges to be paid.
- h) All books have to be delivered at NIPER, Mohali on the cost of supplier. If the supply is made by post, the books should be sent registered post / parcel or courier, whose charges will be borne by the supplier. Books sent via V.P.P. & train will not be accepted.

- i) Every supply should be accompanied by a delivery challan, clearly bearing the details of the items and titles in supply, their quantity and price.

6) Edition Specifications:

- a) Latest editions of books must be supplied.
- b) By default, paperback editions of books must be supplied.
- c) By default, Indian editions of books must be supplied.
- d) In case of unavailability of paperback and Indian editions, supply of the available editions in lieu of the default is accepted.
- e) If the Institute has placed an order for foreign titled book but the Indian or low price edition of the same book is available in the market, the tenderer will inform about the availability to library regarding this before supplying the books. In case the Institute comes to the notice of such availability, the differential cost shall be borne by the tenderer.
- f) In case the title has both i.e. paperback edition as well as hardbound edition, the paperback edition to be supplied to library.

7) Invoicing Procedure:

- a) The Invoice should bear the firm's PAN/GSTIN no.
- b) Pre-receipted invoice(s) / bill(s) are to be submitted in triplicate (3 copies).
- c) A revenue stamp should be affixed on the original bill and should be signed by authorized signatory.
- d) Invoice should be raised in favour of The Director, National Institute of Pharmaceutical Education & Research, Mohali- 160062 Punjab.
- e) One invoice should be raised against one purchase order (P.O.) only. Titles from different P.O.s should not be combined and supplied under one invoice.
- f) The prices in the invoice should be indicated in Indian Rupees
- g) Tenderers to quote rates in Indian Rupees (INR) of latest edition only and library will not accept the increased price at the time of delivery.

8) Mandatory enclosures with Invoice:

For price verification tenderer shall generally produce the publisher's invoice under which he purchased the book. A copy of publisher's / distributor's invoice / copy of printed catalogue of the order period may be also accepted if above is not available.

9) Payment terms and conditions:

- a) All the payment shall be made by on-line through NEFT/RTGS. Therefore, authorization for release of payment / dues from National Institute of Pharmaceutical Education & Research

through Electronic Fund Transfer/RTGS Transfer detailed has to be furnished as Per Annexure-III.

- b) Library / Institute may take approx 30 days from the date of the ordered Book(s) received for final payment to the tenderer.

10) Conditions for cancellations of the released purchase orders

- a) If the tenderer(s) to whom the order has placed fails to supply the entire order or any part of the order within the stipulated time, without sending any written communication to the library regarding delay or its (their) inability to supply the ordered title(s), then the tenderer(s) will be charged with liquidated damages at the rate of 2% of the value of the order not fulfilled, per week, up to five weeks.
- b) Thereafter, the Institute reserves the right to cancel the order.
- c) The decision of accepting supply of cancelled titles is at the sole discretion of the Institute and the decision of the competent authority of the Institute shall be final in this regard.
- d) The EMD will be forfeited if the tenderer fails to accept the order based on his/her offer/bid or fails to supply the items.

11) FINANCIAL BID:

- a) Financial bid should be in the format enclosed with tender as **Annexure “II” (List of titles)** in a separate sealed cover. Failure to provide price bid in a sealed separate cover will result in invalidation of the offer. (**Only ONLINE mode**)
- b) The bid should be clearly filled or typed and signed in ink legibly giving full address of the tenderer. The tenderer should quote the price in figures as well as in words the amount tendered by him. Alteration if any, unless legibly attested by the tenderer with his full signature, shall invalidate the tender. The Tender should be duly signed by the authorized persons. In case there is any difference in the amount between figures and words, the amount indicated in words will be treated as the valid offer.

12) TENDER EVALUATION

Institute will evaluate all the proposals to determine whether these are complete in all respects as specified in the tender document. Evaluation of the proposals shall be done in two stages as:

a) Stage – I (Technical Evaluation):

- i) Institute shall evaluate the technical bid(s) to determine whether these qualify the essential eligibility criteria, whether the tenderer has submitted the EMD, whether any computational errors have been made, whether all the documents have been properly signed & stamped, whether all the documents as mentioned / or required to submit with technical bid are submitted and whether bids are completed and generally in order.
- ii) After evaluation of technical bid(s), a list of the qualifying tenderer(s) shall be made. The shortlisted bidder(s) shall be informed by the institute via e-mail.

b) Stage – II (Financial Evaluation):

- i) The financial bid(s) shall be evaluated on the basis of the rates quoted in the format by the tenderer. (**Only ONLINE mode**)

13. JURISDICTION:

All disputes shall be subject to the jurisdiction of the Court of Law at S.A.S. Nagar, Punjab. It is specifically agreed that no court outside and other than SAS Nagar Punjab shall have jurisdiction in the matter.

14. CLARIFICATION:

The prospective tenderer(s) requiring any clarification regarding the tender document are requested to contact Library & Information Centre (email id: library@nipr.ac.in). The library & Information Centre will respond in writing to any request for clarification, which is received not later than the 10 days before last date of submission of Tender.

The addendum/corrigendum will be published on Institute website. In order to afford prospective tenderer(s) reasonable time in which to take the amendment into account in preparing their bid, the Institute may, at its discretion extend the deadline for the submission of Tender.

Annexure-I

Tender Notice No. : NIPER/LIBRARY/Books/1/21

APPLICATION FORM		
Sl. No.	Requisite Information	Firms response
1.	Name of The Firm	M/s.....
2.	Correspondence Address	
	Pin code	
	Telephone /Mobile No.	
	Email ID	
	Web site	
3.	Registered Office Address	
4.	Nature of Firm:	
4.a	Retailer	
4.b	Dealership	
4.c	Distributorship	
4.d	Publisher	
4.e	Agent of any publisher	

5.	Constitution of the Firm:	
5.a	Proprietorship	
5.b	Partnership	
5.c	Private Limited	
5.d	Other, please specify	
6.	Name of Proprietor/ Partners	
7.	Year of Establishment	
8.	Registration No. & Copy under Shop Registration ACT. & Industry Registration validity Date As applicable	
9.	Income Tax Permanent Account No.	
10.	VAT/GSTIN	
11.	Excise Registration:	
11.a	ECC Code:	
11.b	ECC Zone:	
12.	Membership in any of the following associations:	
12.a	Federation of Publisher's and Booksellers' Association of India (FPBAI).	
12.b	Any other State/ National association(s) of books seller and publishers.	
13	Name of Contact Person:	

	Mobile No.		
14	Details of Bank		
		Name of Bank:	
		Account No.:	
		IFSC Code:	
		MICR Code:	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application and that NIPER Mohali reserves its rights to take such action as it may deem fit in such an eventuality.

Date:.....

Place:

(Signature of Authorized Person)

Name of signatory:

.....

Designation:

Office Seal:

Please submit documentary proof in support of the data.

1. Please tick mark and provide documentary proof of your membership in any of the following associations:

Federation of Publisher's and Booksellers' Association of India (FPBAI)/ registered State or National Booksellers' and Publishers' Association.

2. Are you a distributor/dealer/stockiest/exclusive or preferred agent of any publisher? If so, please attach copies of the authority letters issued by the publishers along with details of your distributorship/dealership/stockiest/ exclusive or preferred agent(s).

3. Please provide details of your firm's GSTIN (Attach: copies)

Financial Bid: List of Titles <i>(Annexure-II)</i>						
No.	Title	Author	No. of Copies	Unit Price in Rs	Discount in %	Net Price after Discount
<i>Medicinal Chemistry Titles: Prof. P.V Bhartam</i>						
1	Emerging Drugs and Targets for Parkinson's Disease	Ana Martinez	1			
2	Handbook of Cosmetic Science and Technology	Barel A.	1			
3	Drug Delivery: Materials Design and Clinical perspective	Bellomo	1			
4	Proteinases as drug targets	Ben M. Dunn	1			
5	BNF for Children 2022-23	BNF	1			
6	Smart Materials for Drug Delivery in 2 vols.	Carmen A.L.	1			
7	General & Molecular Pharmacology : Principles of Drug Action	Clementi	1			
8	Capillary Gas Chromatography	D.W. Grant	1			
9	Drug Design Strategies: Quantitative Approaches	David J. Livingston	1			
10	UHPLC in Life Sciences	Davy G.	1			
11	Insect Pharmacology	Gilbert L.	1			
12	Drug Discrimination : Applications to Medicinal Chemistry & Dr	Glennon R.	1			
13	Drug Delivery : Fundamentals & Applications	Hillery A.	1			
14	Structure Based Drug Discovery	Hubbard R.E.	1			
15	Pharmacogenomics : Methods & protocols	Innocenti F.	1			
16	HPLC : Practical & Industrial Applications	J.K. Swadesh	1			
17	Traditional Chinese Medicine: Scientific Basis for its use	James D. Adams	1			
18	Physico-Chemical & Computational Approaches to Drug Discov	Javier F.	1			
19	Anti-Inflammatory Drug Discovery	Jeremy Levin	1			
20	Accounts in Drug Discovery	Joel C. Barrish	1			

21	Pharmaceutical Salts and Co-crystals	Johan W.	1			
22	Industrial Biocides: Selection & Application	Karsa D.	1			
23	Laboratory Techniques in Electroanalytical Chemistry	Kissinger P.	1			
24	Scientific Basis for Ayurvedic Therapies	Lakshmi C.	1			
25	Managing Biotechnology in Drug Development	Lee C.	1			
26	New Applications of NMR in Drug Discovery & Development	Leoncio Garrido	1			
27	Biotherapeutics: Recent developments using Chemical & Molec	Lyn H. Jones	1			
28	Successful Strategies for the Discovery of Antiviral Drugs	Manoj C. Desai	1			
29	Bionanodesign: Following Nature's Touch	Maxim R.	1			
30	Rules and Guidance for Pharmaceutical Distributors 2022	MHRA	1			
31	Rules and Guidance for Pharmaceutical Distributors 2022	MHRA	1			
32	Designing Multi-target Drugs	Morphy	1			
33	Drug Discovery from Natural Products	Olga G.	1			
34	Neglected Diseases & Drug Discovery	Palmer M.J.	1			
35	Comprehensive Biomarker Discovery and Validation for Clinical	Peter H.	1			
36	Kinase Drug Discovery	R.A. Ward	1			
37	Liquid Chromatography column theory	R.P.W. Scott	1			
38	Handbook of Separation Process Technology	Ronald W.R.	1			
39	Techniques Practice of Chromatography	Scott	1			
40	Metabolism, pharmacokinetics & Toxicity of Functional Groups	Smith Allen	1			
41	Quadruplex Nucleic Acids	Stephen N.	1			
42	Drug Design Strategies: Comp. Tech. & App.	Timothy Clark	1			

43	Chromatographic Methods in Metabolomics	Tuulia H.	1			
44	Polyamine Drug Discovery	Woster P.M.	1			
45	Drug Discovery for Psychiatric Disorders	Zoran R.	1			
Natural Products Titles: Dr. Uma Ranjan Lal						
46	Mass Spectrometry - A text book (2018)	Jurgenn Gross	2			
47	Integrative perspectives: Ayurveda, Phytopharmaceuticals and Natural Products		1			
48	Solving problems with NMR spectroscopy (2015)	Att-ur rehman,	1			
49	Introduction to modern Liquid chromatography 3 rd ed. (2010)	Lloyd R. Snyder	3			
50	Natural Product Isolation 3 rd ed. (2012)	Sarkar	4			
51	Solid Phase extraction (2019)	Colin F. poole	1			
52	Quality standards of Indian Medicinal Plants Vol-1-17	Anonymous	1			
53	Phytochemical Reference Standards of Selected Indian Medicinal Plants (Vol. 1-4)	Anonymous	1			
Biotechnology Titles: Prof. Ipsita Roy						
54	Molecular Cell Biology by Harvey Lodish, (2000)	Harvey Lodish	1			
55	Karp's Cell and Molecular Biology, 9 th Ed. (2019)	Gerald Karp	1			
56	Essential Cell Biology, 6 th Edition by ,	Bruce Alberts	2			
57	Lehninger Principles of Biochemistry, 2021	David L. Nelson	1			
58	Therapeutic Enzymes: Function and Clinical Implications 2018.	Nikolaos Labrou	1			
59	Biopharmaceutical Manufacturing, Volume 1	IOP Press	3			
60	Biopharmaceutical Manufacturing, Volume 2	IOP Press	1			
61	Yeh, M. K., & Chen, Y. C. (Eds.). (2018). Biopharmaceuticals. BoD–Books on Demand.		1			

62	Rational Design of Stable Protein Formulations: Theory and Practice (2002)	John F. Carpenter	2			
63	Therapeutic Peptides and Proteins: Formulation, Processing, and Delivery Systems (2015)	Ajay K. Banga	2			
64	ADME and Translational Pharmacokinetics / Pharmacodynamics of Therapeutic Proteins: Applications in Drug Discovery and Development (2015)	Honghui Zhou	2			
65	Current Protocols in Protein Science (complete collection) (Wiley) (last updated in 2022)		1			
66	Protein Biotechnology: Isolation, Characterization, and Stabilization (1993)	Felix Franks	1			
67	Protein Engineering: Tools and Applications (2021)	Huimin Zhao	2			
68	Protein Engineering: Principles and Practice (1996)	Jeffrey L. Cleland	1			
69	Bioinformatics and Functional Genomics, (3 rd edition), 2015	Pevsner	1			
70	Practical Computing for Biologists, 2010	Haddock	1			
71	Principles of gene manipulation and genomics. (2006)	Primrose SB	1			
72	Proteins and proteomics: A laboratory manual, (2003)	Simpson R	1			
73	The Development of Human Gene Therapy. 1999	Friedman T.	1			
74	Fields Virology 7 th edition (2020)	Knipe DM	1			
75	Gene Therapy, ed. NS Templeton, CRC Press, 2015		1			
76	Bioprocess Engineering: Basic Concepts, 3 rd edition (2017)	Michael L. Shuler	1			
77	Bioprocess Engineering Principles, 1995	Pauline M. Doran	1			
78	Biochemical Engineering Fundamentals, 2 nd edition, (2017)	James Edwin Bailey	1			
79	Principles of Fermentation Technology 3 rd edition (2016)	Peter F. Stanbury	1			

Annexure-III

MANDATE FORM FOR ELECTRONIC FUND TRANSFER/ RT TRANSFER

Subject: Authorization for release of payment / dues from National Institute of Pharmaceutical Education & Research, Mohali through Electronic Fund Transfer/RTGS Transfer

1. Name of the Party/Firm/Company/Institute: _____
2. Address of the Party: _____
3. City _____ Pin Code _____
4. E-Mail ID _____ Mob No: _____
5. Permanent Account Number _____
6. Particulars of Bank

Branch Name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	

IFS Code:											
Account Type:	Savings			Current				Cash Credit			
Account Number:											
Supplier's name as per Account:											

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Director, National Institute of Pharmaceutical Education & Research, Mohali responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: _____

Date: _____

Signature & Seal of the Authorized Signatory of the Party

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: _____

Signature of the Authorized Official from the Bank

ANNEXURE –IV

DECLARATION REGARDING BLACKLISTING/DEBARRING FOR TAKING PART IN TENDER.

(To be executed &attested by a Public Notary / Executive Magistrate on Rs.10/- non-judicial Stamp paper by the tenderer)

I / We _____ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. _____ hereby declare that the firm/company namely M/s._____ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. _____ hereby declare that the Firm/company namely M/s._____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years w.e.f. _____ to _____.

The period is over on _____and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I/we are fully aware that the tender/ contract will be rejected/cancelled by Director, NIPER , SAS Nagar , and EMD/ Performance Security shall be forfeited.

In addition to the above, Director, NIPER SAS Nagar will not be responsible to pay the bills for any completed / partially completed order.

DEPONENT

Name_____

Address _____

Attested:
(Public Notary / Executive Magistrate)

Annexure-V

Letter of Authorization for attending Bid Opening (on letter head)

Shri/Km./Smt. _____
son/daughter/wife of Shri _____
Proprietor/Partner/Director/Authorized signatory/Representative of M/s _____
_____ (Name and
address of the tenderer) (Registration No. _____) whose specimen signatures
are given below is hereby authorized to attend the Bid Opening/Opening of Techno-
commercial/Opening of Financial Bid. He/ She is also competent to accept and sign any document
in connection with tender "Tender for Supply of Books to NIPER Library" at NIPER S.A.S Nagar"
on our behalf. We undertake to abide by any acceptance given by him under his signature.

1. _____ 2. _____ 3. _____
(Specimen Signatures of Authorised Representative)

Name and Address of Authorised Representative _____

Date:

Signature of the Authority

Full Name:

Place:

Address:

Sign and Stamp of Tenderer

**BANK MANDATE FORM
ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/REAL TIME GROSS SETTLEMENT (RTGS) FACILITY
FOR RECEIVING PAYMENT**

....

A. DETAIL OF ACCOUN HOLDER: -

NAME OF ACCOUNT HOLDER	
COMPLETE CONTRACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

BANK ACCOUNT DETAILS: -

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NUMBER AND EMAIL	
WHETHER THE BRANCH IS COMPUTERISED?	
WHETHER THE BRACH IS RTGS ENABLED? IF YES, THEN WHAT IS THE BRACH'S IFSC CODE	
IS THE BRANCH ALSO NEFT ENABLED?	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICRO CODE OF BANK	

DATE OF EFFECT: -

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

(-----)
Signature of Customer
Authorized Signatory(ies)of the Agency
Tenderer/Bidder

Date:

Certified that the particulars furnished above are correct as per our records.

(-----)
Signature of Customer
Authorized Signatory(ies)of the Agency
Tenderer/Bidder

Date:

1. Please attach a photocopy of cheque along with the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enabled" then upon its up gradation to "RTGS Enabled" branch, please submitted the information again in the above proforma to the Department at earliest.

