



RFQ:PH001D104

Date: 10/05/2021

To:

Dear Sirs,

Sub: Request for Quotation - Ink Jet Printer

ITI Limited, Palakkad, invites quotations from reputed Manufacturers or principal of authorized representative registered in India for supply, installation and commissioning of one number of INK JET PRINTER and associated accessories, with comprehensive onsite warranty including spares for 2 years. The RFQ document attached herewith explains the scope of work, specification and requirement of the equipment, terms and conditions, Minimum eligibility criteria for the bidders, instruction to the bidders, price bid format etc.

The RFQ document consists of:

1. Section A – General Terms & Conditions
2. Section B(I) – Technical Specification
3. Section B(II) – Other Requirements
4. Section C – Price Bid Format
5. Annexure – Performance Bank Guarantee Format

Time Schedule :

1. RFQ Release date – 10-05-2021
2. Last date for request for clarifications on the RFQ – 15-05-2021
3. Publication of corrigendum, if any – 18-05-2021
4. Due date for submission of quotation – 24-05-2021 15.00 Hrs
5. Tender opening (EMD , Eligibility & Techno-com. Bid) – 25-05-2021 14.30 Hrs
6. Due to Covid if any disturbances is there tender opening may be extended

(Date of Price bid opening will be intimated to qualified Bidders)

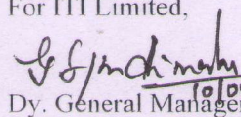
Tender will be processed on 2 Bid System –1. EMD, Eligibility & Techno Commercial Bid
2. Price Bid.

Please send us your most competitive quotation in the following address in a sealed cover
Superscribed with our RFQ No. PH001D104 so as to reach us on or before the due date and time
i.e ...24/05/2021,15.00Hrs.

You may visit our Website <http://itipalakkad.in/public/tenderterms.htm>

Thanking you,

Yours faithfully,
For ITI Limited,


10/05/2021

Dy. General Manager (Commerce & Materials Management)

ITI Limited

Kanjikode West, Palakkad 678 623,

Kerala, India

PHONE 0491-2566180

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SECTION A

GENERAL TERMS & CONDITIONS

1. Scope:

The scope of the tender covers supply, installation and commissioning of one number of INK JET PRINTER with necessary accessories as per the specification with 2 years on site comprehensive warranty, including spare parts.

2. Definitions

“Purchaser” means ITI Limited, Kanjikode West, Palakkad, Kerala, India, PIN-678623.

“Bidder” means the individual or the firm who participates in the tender and submits the bid.

“Supplier” means the individual or the firm who is the successful bidder supplying and commissioning of the tendered items.

“Letter of Intent” means a letter issued by the Purchaser indicating his intention to place Purchase Order on the successful bidder.

“Purchase Order” means the order placed by the Purchaser on the Supplier for the supply, installation and commissioning and fulfilling other conditions as required in the tender. This shall be deemed as “Contract”.

“Commissioning” means the acceptance by the Purchaser in writing of the Equipment without any deviations .

3. Eligible bidders

- 3.1 The Bidder (manufacturer or principal or authorized representative – hereinafter referred simply as ‘The Bidder’) should have during the last 3 years, ending 31st March 2021 manufactured, supplied and commissioned at least 100 numbers of the same model of the INK JET PRINTER (hereinafter referred to as ‘The Equipment’) to Govt/Quasi-Govt./PSUs or renowned private firms in India.
- 3.2 The Bidder should have a Service Infrastructure in India which is operated under the name of the Bidder for the last three years. The Service centre must have certified Service Engineers and Spare Parts for the proposed equipment.
- 3.3 The Bidder shall submit the following documents along with the bid to prove his eligibility in addressing the requirements of this tender:
 - a) A list containing Customer Name, address, contact person with contact number, equipment model number and year of supply of the equipment to substantiate the requirement as is mentioned in 3.1 above.
 - b) Performance certificate for the equipment from at least 3 renowned customers in the list at (a) above substantiating satisfactory working of the equipment as well as extent of service support rendered by the bidder.
 - c) If the bidder is not an OEM, OEM’s authorization certificate to substantiate his eligibility to quote. Authorization from OEM alone will be accepted.
 - d) Detailed organization of the technical support group in India detailing Service Organization Hierarchy, address and contact details of service centers, list of critical spare parts and extend of provision of these spare parts at these centers,

lead time for provisioning of consumables like ink, make up solution etc.

3.4. Any bidder from a country which shares a land border with India will be eligible to bid only if the bidder is registered with the Competent Authority and complied as per Ministry of Finance Office Memo no.6/18/2019-PPD dt.23-07-2020

4. Earnest Money Deposit (EMD)

4.1 The bidder shall make an online transfer of an amount of Rs.7000/- (Indian Rupees Seven Thousand only) to ITI Limited ,Palakkad's Account towards EMD before the bid submission due date. The details of the Bank Account of ITI Limited to which the EMD amount has to be transferred is as follows: -

| | | | |
|---|----------------------------|---|--|
| a | Beneficiary Name | : | ITI LIMITED |
| b | Beneficiary's Bank | : | STATE BANK OF INDIA |
| c | Beneficiary's Bank Address | : | P.B.No.8,English Church Road, Main Branch Palakkad-678001 |
| d | Account Number | : | 10620194836 |
| e | IFSC Code | : | SBIN0000893 |
| f | MICR Code | : | 678002002 |
| g | Account Type | : | CC Account |

4.2 Non submission of EMD will lead to disqualification of the Bid.

4.3 Along with the Eligibility and Techno-commercial Bid, UTR Number and date of the EMD amount transferred to ITI's account has to be submitted.

4.4 Benefits to MSEs under Public Procurement Policy will be extended to eligible bidders who are OEMs and produce all necessary documentation to substantiate the claim. If any such claim is untenable and EMD has not been submitted, no further opportunity will be provided to such bidders and their bid will be summarily rejected without further processing. No communication in this regard will be entertained. The MSME vendors who are dealers/authorized Distributors are not eligible for EMD waiver as per Public procure Policy.

5. Submission of Bid Documents

5.1 The bidder shall submit the quote in a sealed cover superscribed with our RFQ No. and due date by courier for **one number of INK JET PRINTER and associated accessories** as per the technical specification at Section B(I) and for 2 years comprehensive on-site warranty including spare parts from the date of successful installation and commissioning.

5.2 The bid will be processed on a TWO BID SYSTEM.

5.3 The bidder shall submit the following documents along with the bid. The documents consist of the following:

- EMD Details – UTR Number (please refer clause 4 above)
- Eligibility and Techno-commercial Bid
- Price Bid Cover

5.4 Eligibility and Techno-commercial Bid

The Eligibility and Techno-commercial Bid shall have the scanned copy of the following documents with sign and seal of duly authorized official of the bidder:

5.4.1 Documents to prove eligibility conditions as per clause 3.3 (a), (b), (c) & (d)

5.4.2 Clause-wise compliance to Technical Specifications (Section B (I))

5.4.3 Compliance to:

5.4.4.1 General Terms and Conditions (Section A)

5.4.4.2 Other Requirements (Section B (II))

5.4.4.3 Corrigendum, if any, issued by the Purchaser after the release of the tender.

5.4.4.4 Detailed Technical Literature of the equipment with parametric values including the optional features supported by the system.

5.4.5 A copy of the Price bid enclosed in the "Price Bid", **without showing the price.**

5.4.6 Site requirements for installation and commissioning.

5.4.7 Preventive maintenance required during warranty period including requirement of consumables to be changed like filters etc. and its periodicity.

The bidder needs to provide free of cost consumables like filters to be changed during warranty period. The quote shall necessarily include the cost of such filters provided free of cost along with supply of the equipment.

5.5 Price Bid

The Price Bid shall have the Price of the Equipment quoted as per the format at Section C.

The cost of Equipment shall include cost of comprehensive onsite warranty for 2 years and cost of consumables like filters that need to be changed during the warranty period. Non inclusion of warranty or consumables as above in the quote will lead to summary rejection of the bid.

5.6 The bidder is expected to examine all requirements, terms and conditions of the tender. Claims, what so ever, on non-estimation of requirements would no way be entertained at later stages of the tender. Failure to furnish required information in every respect or non-submission of necessary proof and relevant document or transfer of EMD amount to ITI LTD Account (UTR Number should be submitted) may lead to rejection of the bid.

5.7 Each page of the bid document shall be signed with seal by the bidder (except the technical manuals associated with the bid where signing of each page is not mandatory).

5.8 The bid documents shall be addressed to the following address:

Deputy General Manager (COM&MM)
ITI Limited
Kanjikode West
Palakkad, Kerala, India - PIN 678 623
Phone: +91 491 2566180, FAX: +91 491 2566009
E-mail: pur1_pkd@itilttd.co.in ; gjanthimala_pkd@itilttd.co.in.

5.9 The Purchaser shall not be responsible for any delay in submission of bids due to the reason what so ever. Hence, bidders are advised to submit their bids well in advance to avoid such situations.

6. Clarification on Bid Documents

- 6.1 A prospective bidder, requiring any clarification on the Bid Documents shall notify the Purchaser in writing or by E-mail at the Purchaser's mailing address indicated in the invitation of Bid on or before the stipulated date and time. The Purchaser will respond to any request for the clarification of the Bid Documents received within the schedule date. Copies of the queries (without identifying the source) and clarifications by the Purchaser will be published as a corrigendum in the Purchaser's web site (www.itilttd.in) and Central Public Procurement Portal also.
- 6.3 Notwithstanding the above, prior to the date of submission of the bids, the Purchaser may, for any reason, modify the tender documents. These amendments shall be put on the Purchaser's web site and CPP portal also. In order to afford prospective bidders a reasonable time to prepare the bid, the Purchaser may, at its discretion, extend the date for bid submission. Prospective bidders are therefore requested to check the Purchaser's website prior to submission of the bids.

7. Discharge of Earnest Money Deposit

- 7.1 The EMD of bidders those who are not qualified after evaluating the eligibility criteria in the Eligibility and Techno-commercial bid will be returned within 60 days from the date of bid opening.
- 7.2 The EMD of successful bidder shall be discharged within 30 days after the bidder's acceptance of Purchase Order and submission of Performance Bank Guarantee.
- 7.3 The EMD will be forfeited if the bidder withdraws the bid during the validity of the bid, or, in the case of a successful bidder, the bidder fails to accept the Letter of Intent/ Purchase order or fails to submit the Performance Bank Guarantee.

8 Bid Submission and Period of Validity of Bids

- 8.1 The bids shall be submitted before the time as specified on due date. If this day is declared as holiday on account of any reason, the bid submission period will stand extended up to same time, next working day.
- 8.2 Bids submitted beyond the period specified shall be rejected.
- 8.3 Bids shall remain valid for 120 days from the due date for submission of bids.

9 Bid Prices

The price bid format is given in Section C. The offer shall be in Indian Rupees. Terms of price shall be 'Delivery at the Purchaser's location' (at Kanjikode West, Palakkad, in Kerala State, India, PIN-678623). Unloading charges of the equipment at our stores will be to the scope of the bidder.

10 Bid opening and Evaluation

- 10.1 The bids will be opened on the due date mentioned. If the due date mentioned happens to be holiday for the purchaser for any reason, the bids will be opened at the same time on the next working day. The Purchaser will open the bids in the presence of the bidders or their authorized representatives who choose to attend the tender opening. The bidder's representatives, who are present, shall sign in an attendance register. Authority letter to this effect shall be submitted by the bidders before they are allowed to participate in the bid opening.

- 10.2 A maximum of two representatives of the bidder shall be permitted to attend the bid opening.
- 10.3 On the day of the bid opening as specified at clause 10 above, . Eligibility and Techno-commercial bids of bidders, will be opened. The Purchaser will evaluate the technical bids in order to arrive at the qualified bidders for price bid opening. The Price bids of only those qualified after technical evaluation will be considered for further processing. Price bid opening date will be informed to the qualified bidders separately by the Purchaser.
- 10.4 The evaluation of the price bid for the machine shall be based on the total of the following.

Cost of supply, Installation & commissioning of one number of Ink Jet Printer with necessary accessories to meet the requirements as defined in Section B(I) along with 2 years comprehensive onsite warranty with spare parts and consumables to be replaced during 2 year warranty period (excluding ink and make up solution).
- 10.5 The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds of Purchaser's action.

11. Placement of Letter of Intent (LOI) and Purchase Order (PO)

- 11.1 The Purchaser will consider placement of LOI/ PO for supply of machine only on the eligible bidder whose offer has been found technically and commercially acceptable.
- 11.2 Letter of Intent / Purchase Order shall be issued to the successful bidder for the delivery of the equipment.
- 11.3 The successful bidder shall submit LOI /PO acceptance within two weeks of LOI / PO issuance by the Purchaser along with the Performance Bank Guarantee as per clause 12 below
- 11.4 The issue of Purchase order shall constitute the award of contract on the bidder.

12 Performance Bank Guarantee (PBG)

- 12.1 On receipt of Purchase Order for the supply of the machine and the associated items, the Supplier shall submit Performance Bank Guarantee for an amount of 10% of the PO value, valid for **30 months** from the date of PO, drawn on any Nationalized/Scheduled Bank. The validity of the PBG, if required has to be extended by the bidder to cover entire period of warranty immediately after successful installation, commissioning and taking over of the equipment.
- 12.2 The proceeds of the Performance Bank Guarantee shall be payable to the Purchaser as compensation due to Supplier's failure to complete his obligations under the contract.
- 12.3 The performance bank guarantee shall be in the form of Bank Guarantee issued by an Indian Nationalized/ Scheduled Bank and in the form provided in this Bid Document at Annexure.
- 12.4 The Performance Bank Guarantee will be discharged by the Purchaser after completion of the Supplier's performance obligations including warranty obligations under the contract.

13 Delivery and Commissioning

13.1 All items as per the Purchase Order shall be delivered, installed and commissioned at the Purchaser's location (at Kanjikode West, Palakkad, Kerala, India), within **4 Weeks** from the date of PO.

13.2 Delay by the Supplier in the performance of its delivery and commissioning obligations shall render the Supplier liable to any or all of the following sanctions: forfeiture of EMD, imposition of liquidated damages and/or termination of the contract for default.

14 Payment Terms

The payment for the supply of goods and installation and commissioning shall be made as per the terms and conditions given below:

14.1 80% payment immediately after 4 weeks from delivery at ITI Limited , Palakkad subjected to submission of PBG for 10% PO Value.

14.2 20% payment immediately after installation and commissioning.

15 Language

The language used in all communication, bid documents, technical manuals, electronic documents, commercial papers etc. shall be English only.

16 Arbitration

16.1 All disputes for differences of any kind, whatsoever, arising out of or in connection with this contract or in discharge of any obligation arising out of this contract, the parties to this contract shall endeavor to settle such disputes and or difference amicably. If both the parties fail to reach such amicable settlement, either party may, within 30 days of such failure, give a written notice to the other party clearly setting out there in the specific dispute and or differences, which require to be arbitrated upon. Such disputes and / or differences shall be referred to a sole arbitrator mutually agreed upon. In the absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrator, one to be nominated by each party and the said arbitrators shall nominate a presiding arbitrator, before commencing the arbitrator proceedings.

16.2 Arbitration proceedings shall be held at Palakkad, in Kerala State, India. The arbitration shall be covered by the provision of the Arbitration and Conciliation Act, 1996 or any statutory modifications or re-enactment thereof and rules framed there under from time

SECTION B(I)

TECHNICAL SPECIFICATION

| Sl. No. | Parameter | Specification |
|----------------|----------------------------------|---|
| 1 | Equipment Description | The equipment shall be suitable for in line printing in black colour of characters, logos, symbols and user defined parameters on 40 mm OD HDPE pipes of Green, Orange, Blue, Yellow, Brown, Violet, Grey and Red colors at user defined intervals. |
| 2 | Print Lines | 5 or better |
| 3 | Print Head | Mono Jet |
| 3 | Nozzle Size | 60 µm (min) |
| 4 | Nozzle Head Cable Length | 3 mtr (min) |
| 5 | Nozzle Head Cable Bending Radius | 60 mm (min) |
| 6 | Printing Speed | 5 line printing speed of 20 mtr/min (minimum). Shall be synchronized with the speed of the HDPE duct manufacturing line |
| 7 | Character Height | Minimum 2 mm. Maximum 10 mm or Higher |
| 8 | Printing Facilities | Print Functions : Calendar, Count |
| | | Standard Characters : Alphanumeric (A-Z, a-z, 0-9), Symbols and Space |
| | | Logos |
| | | Height and width settings |
| | | Automatic formats for printing date and time |
| | | Sequential marking at every meter for duct length |
| | | Bold character printing |
| | | Message creation/editing while printing |
| | | Sequential number editing and pre setting facility |
| 9 | Hardware Features | Floor Model with stand |
| | | Operating Temperature : 5 to 50°C |
| | | International Protection : IP55 Standard for Cabinet |
| | | IP65 protected electronics |
| | | USB port for user data storage and data insertion facility |
| | | Input Power : 230V, 50Hz |
| | | Display : TFT LCD |
| | | Cabinet : Stainless Steel |
| | | Data Storage : More than 200 messages |
| | | Minimum 8 hour reserve print capacity to reduce line stoppages from fluid running empty |
| | | User friendly Ink and Makeup cartridge changes without any tools |
| 10 | Software Features | Language : English |
| | | On screen fluid level indication |
| | | On screen help and diagnostics information |
| | | Single press, Start print, Stop Print and Standby modes |
| | | On screen display of Print Count, Operating Time, etc |
| | | Fluid refill warning |

| | | |
|----|-----------------------|--|
| 11 | Documents/Accessories | Operating/Maintenance Manual |
| | | Height adjustable stand for print head shall be provided |
| | | Two additional ink cartridges and correspondingly required make up cartridges should be supplied free of cost. |
| 12 | Warranty | 2 Years comprehensive onsite warranty including spare parts. |

SECTION B(II)

OTHER REQUIREMENTS

1. Environment

The Bidder shall indicate the environmental requirements in the technical bid. The Supplier shall furnish the machine dimensions (foot print) and the site requirements for installation/ commissioning also in the technical bid.

2. Installation & Commissioning

- 2.1 The supply, Installation and Commissioning shall be carried out at ITI Limited, Palakkad. The bidder shall give the details of installation requirements in the bid.
- 2.2 If the machine fails to meet any of the specifications, the Supplier shall carry out required modifications at no cost to the Purchaser. However, if the Supplier fails to meet the specifications within a period of four more weeks from the scheduled date of commissioning, the Purchaser reserves the right to accept the machine with penalties, as decided by the Purchaser, or outright rejection of the machine. Delayed supply or commissioning of the machine shall attract liquidated damages as per relevant clauses of RFQ. In case the machine is rejected due to failure to meet the specifications, the equipment shall be taken back by the Supplier within a period of two weeks from the premises of the Purchaser. All expenditure to take back the equipment shall be borne by the Supplier. The Supplier shall also be liable for full refund of the payment already made within one month from the date of rejection of the machine. The performance bank guarantee will be forfeited if the equipment is rejected fully.
- 2.3 All expenditure related to the Supplier's experts for the services related to installation and commissioning shall be borne by the Supplier.
- 2.4 Completion of the acceptance testing to the satisfaction of the Purchaser and issuance of a certificate in this regard by the Purchaser shall be considered as commissioning and the date of issuance of such certificate shall be considered as date of commissioning.
- 2.5 The Supplier shall make available the software programs and testers, if any, required for carrying out the acceptance tests as per the schedule
- 2.6 The height of the Ink Jet Printer will be adjustable to attach in-line with the HDPE duct manufacturing line
- 2.7 Essential accessories like stand for Ink Jet Printer and Head, encoder, proximity sensor, sensor cable, bracket for encoder and coupling, etc. will be

supplied and installed by the bidder

- 2.8 The Bidder should provide set of maintenance tools (if applicable) along with the equipment and shall indicate the list of tools so provided along with the bid.

3. Warranty

- 3.1 The Supplier shall provide comprehensive onsite warranty including free supply of spares for all the hardware and software supplied for a period of two years after the system has been declared commissioned.
- 3.2. The supplier shall extend a minimum of two preventive maintenance visits annually and unlimited number of breakdown call visits as per requirement, during warranty. During the period, the Supplier shall diagnose the hardware, system software and application software faults (which ever applicable) as and when they occur, Rectify the hardware, system software and application software faults detected, Repair and replace the faulty component, Provide application/system software related fixes / patches and/or work around to resolve the application/system related faults.
- 3.3 The Supplier shall warrant that the stores supplied shall be new and free from all defects and faults in materials used, workmanship and manufacture and shall be of the highest grade and consistent with the established and generally accepted standards for materials of the type ordered and shall perform in full conformity with the specifications and drawings. The Supplier shall be responsible for any defect that may develop under the conditions provided by the contract and under proper use, arising from faulty material, design or workmanship, inadequate quantity of material to meet equipment requirements, inadequate contact protection, deficiencies in circuit design and/or otherwise and shall remedy such defects at his own cost when called upon to do so by the Purchaser who shall state in writing in what respect the stores are faulty. The Supplier shall make good all the deficiencies free of cost.

SECTION- C
PRICE BID FORMAT

| Sl No | Item Description | Rate | Taxes/ Duties | Other charges if any | Total |
|-------|--|------|------------------|-------------------------|-------|
| 1 | Supply, Installation and Commissioning of one number of Ink Jet Printer with accessories as per tender spec. and two years comprehensive onsite warranty including free spare parts as well as free supply of consumables (excluding ink and make up solution) required for preventive maintenance under warranty support. | | | | |

.....
(Authorized signatory of the bidder with date and seal)

ANNEXURE

PERFORMANCE BANK GUARANTEE FORMAT

In consideration of ITI Limited, Kanjikode West, Palakkad, Kerala, India (herein after called as Company) we, Bank executed this Performance Guarantee Bond as surety to the cost of supplied by (hereinafter called as the Supplier) as per the Letter of Intent no. dated, of the Company.

- 1. At the instance of failure by the Supplier to perform to the satisfaction of the Company, up to..... or before the expiry of this guarantee, or within the agreed period whichever is earlier, we.....Bank hereby undertake to pay to (The Purchaser's name and address)an amount not exceeding Rs.(10% of total purchase order value).
2. We.....Bank agrees to pay for the value up to a limit of Rs. and interest thereon from the date of notice till the date of payment at % per annum without any demur, merely on a demand notice from the Company stating that the Company has suffered loss due to non-performance of the equipment supplied by the Supplier. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this guarantee.
3. We undertake to pay to the Company any money as demanded notwithstanding any dispute or disputes raised by the Supplier in any suit or proceedings pending before any court or tribunal relating thereto our liability under this guarantee being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Supplier shall have no claim against us for making such payment.
4. We Bank, further agree with the Company that the Company shall have the fullest liberty without our consent and without affecting in any manner, our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by the Company against the Supplier and to forbear or enforce of the terms and conditions relating to the said Purchase Order and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier or for any forbearance act or omission on the part of the Company or any indulgence by the Company to the Supplier or by any such manner or thing whatsoever, which, under the law relating to sureties would, but for this provision, have effect of so relieving us.
5. This guarantee will not be discharged due to the change in the constitution of the Bank or the Supplier.
6. We Bank, further agrees that the guarantee herein contained shall remain in force till..... We..... Bank undertake not to revoke this guarantee during its currency except with the previous consent of the Company by writing.

Dated the.....day.....

Witnesses

for Bank

- 1.
2.