



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/5803553
Dated/दिनांक : 10-01-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	31-01-2025 11:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	31-01-2025 11:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Communications
Department Name/विभाग का नाम	Department Of Telecommunications (dot)
Organisation Name/संगठन का नाम	Iti Limited
Office Name/कार्यालय का नाम	Naini
क्रैता ईमेल/Buyer Email	con3.il.up@gembuyer.in
Item Category/मद केटेगरी	Monthly Basis Cab & Taxi Hiring Services - Sedan; 1200 km x 286 hours; Local
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	2 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	1 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
ITC available to buyer/क्रेता के लिए उपलब्ध आईटीसी	Yes
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	414120
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	12

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

Finance Head
Naini, Department of Telecommunications (DOT), ITI Limited, Ministry of Communications
(Iti Limited)

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
 1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):1

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):1

Minimum years (up to 5 years) of experience in related field:1

Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:0

Number (up to 100%) of vehicles demanded should have been provided in the past 1 year to government agencies:0

Geographic Presence in States:UTTAR PRADESH

Rate Per Km for Extra Usage in excess of chosen package as per the Vehicle Type selected. In case

of bunch bid buyer must indicate extra KM rate for every Vehicle Type that is bunched::Rs. 11
(Inclusive of all)

Rate Per Hour (Inclusive of GST) for Extra Usage in excess of chosen packageRs. 100 (Inclusive of all)

Scope of Work:[1736486435.pdf](https://www.1736486435.pdf)

Monthly Basis Cab & Taxi Hiring Services - Sedan; 1200 Km X 286 Hours; Local (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Vehicle Type	Sedan
Type of car (Please select at least 3 options)	Honda Amaze , Maruti Suzuki Dzire , Hyundai Xcent
Usage Variant	1200 km x 286 hours
Type of Service	Local
Year of Vehicle Model	2020
Km Travelled	Upto 25,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Petrol
Addon(s)/एडऑन	
Outstation night charges applicable	Yes

Input Tax Credit(ITC)/इनपुट कर क्रेडिट(आईटीसी) and/ तथा Reverse Charge(RCM)/रिवर्स प्रभार (आरसीएम) Details

ITC on GST/जीएसटी पर इनपुट कर क्रेडिट	ITC on GST Cess/जीएसटी उपकर कर क्रेडिट
100%	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
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S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Mohammad Adil	211010,Mirzapur Road Naini	1	<ul style="list-style-type: none"> Estimated number of outstation nights per month per vehicle : 2 Duration in Months for which service is required : 12

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the

case may be.

15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---

“TENDER DOCUMENT FOR HIRING OF STAFF CAR”

NOTICE INVITING TENDER

1. The ITI Ltd. Naini invites Bidder through GeM Portal from the interested and eligible tenderer for hiring of staff car with driver on monthly basis for a period of 01 year which can be extended further as per ITI requirement if the services are found satisfactory.

Name of work	Estimated Cost	Earnest money Deposit (EMD)	Security Deposit (SD)	Due date for submitting bid	Opening date of bid
Hiring of staff car for ITI Ltd. Naini Prayagraj	Rs. 4,14,120.00	8282.40	41,412.00	30.01.2025; 04:00PM	30.01.2025; 04:30PM

2. A set of tender document can be downloaded from ITI Website or GeM Portal.
3. All tenderers are requested to read the tender document carefully including its terms and conditions, procedures to fill the tender form and tender assessment criteria.

TENDER DOCUMENTS CONSIST OF THE FOLLOWING:

- I. Eligibility criteria
- II. Instructions to Tenderers
- III. Scope of work
- IV. General Conditions of contract
- V. Tender Evaluation Criteria
- VI. Brief description of form (Annexure-A)
- VII. Quotation for Staff car (Annexure-B)
- VIII. Declaration (Annexure-C)
- IX. Check list (Annexure-D)

I) ELIGIBILITY CRITERIA:

1. The tenderer should have PAN Registration
2. The tenderer should not be blacklisted by any Govt. Organization/Institution.
3. The vehicle proposed to be provided must have commercial permit for operation in Prayagraj.
4. Any other Government Registration required as per prevailing norms.

Signature of Tenderer with seal

II. INSTRUCTIONS TO TENDERERS:

1. The Bid should be accompanied with Demand Drafts towards cost of Earnest Money Deposit(EMD) of Rs. 8282.40/- issued by any nationalized bank, if exempted provide the relevant document with the bid. In the absence of the same, the tender shall be summarily rejected. Cost of tender documents is non refundable and the EMD shall be refunded to all unsuccessful bidders after finalization of the contract and the same shall be refunded to the successful bidder on receipt of performance security deposit, if applicable. No interest is payable on the EMD/SD to either the successful Tenderer or unsuccessful Tenderers.
2. A copy the PAN Card should be submitted along with the tender.
3. Brief description of the tenderer (Annexure-A") Quotation for vehicle planned to be deployed at this office (Annexure-B") and Declaration (Annexure-C") should be submitted.
4. Physical Checking and test drive of the staff car to be deployed will be done on the date communicated to the successful bidder before entering into the contract. The tenderer shall bring the vehicle along with driver on the day of checking. Physical checking and Test Drive will be evaluated by the officer(s) nominated by the ITI Ltd. Naini regarding suitability will be final and binding.
5. The tender document should be uploaded in the GeM portal before the stipulated date and time mentioned elsewhere in the document.
6. The Competent Authority of this office reserves absolute rights to cancel/reject any or all tender without assigning any reason.
7. ITI Ltd. Naini, Prayagraj reserves absolute right to strengthen/relax, add/remove any terms and conditions without assigning any reason.
8. Certificate for two year experience providing or attachment in any organization should be attached.

Signature of Tenderer with seal

III. SCOPE OF WORK:

The contractor shall provide a Staff car with driver on monthly rental basis to this office. Only one weekly off per week shall be admissible irrespective of actual working days. The Contractor has to ensure that the staff deployed by them is dressed in neat uniform and is punctual in his work. The staff deputed for work should not have any kind of criminal or adverse record and they should be well behaved. The Corporation reserves its rights to monitor make surprise check & verifications on all aspects of the work and the service provider shall cooperate with the officials so authorized by the Corporation and furnish to them all records and materials for inspection without demur. The Contractor should arrange for proper cleanliness and hygiene of the vehicles including inter alia the provisioning of car perfume tissue paper, hand towels etc. in the vehicle engaged on monthly basis. The model of the vehicles provided shall not be older than **2020 (i.e. year of Purchase)**. Further, the agency should provide additional vehicles on call basis at quoted rates.

Details of the services needed are as mentioned below:

Particulars of Services required	Models of vehicles
Staff car with driver on monthly hire basis	Tata Indica /vista/indigo/bolt/zest Maruti /Swift/Dzire (Not older than 2020)

Signature of Tenderer with seal

IV. GENERAL CONDITIONS OF CONTRACT:

- 1.** Staff car service should be provided as prescribed in scope of work of this tender.
- 2.** The vehicle registration book, insurance copy, emission certificate, Road Permit, certificate commercial Vehicle permit and Driver license along with Yellow badge should be available with payment the vehicle at all times.
- 3.** The Contractor shall provide the services from 08:30 AM to 07:30PM on all days except weekly offs. The hours of service and kilometers used shall vary from day to day but within the monthly package of 1200 Km per month approximately. Distance from garage to office & vice-versa will not be counted as usage of the office. The distance and time will be measured from pickup place to drop place and no additional time or mileage will be allowed for distance between garage and pickup/ drop place.
- 4.** The Contractor shall provide the service, beyond office hours and/or on holiday, if needed.
- 5.** The contractor will be paid Maximum Rs. 11.00/Km extra for rate of travel (Local as well as Outstation) beyond 1200km and Maximum Rs. 100 per hour extra for stay beyond 8:30 AM to 7:30PM. And Maximum Rs. 200/Night Halt beyond 12 hrs will be paid extra.
- 6.** Payment of extra hours will be done on per hours basis as per the rates quoted for the same. Part of the hour exceeding 30 minutes to be treated as full hours and the same up to 30 minutes is to be ignored for billing purpose.
- 7.** In case the staff car is not provided on any day, the cost of alternative arrangements made will be recovered from the contractor by deducting bill/security deposit of otherwise. Notwithstanding the award of contract under this tender the ITI Ltd. Naini reserves the right to hire vehicles from any other agency also during the tenure of contract.
- 8.** The ceiling limit (maximum limit) of monthly expenditure on account of hiring or staff car on monthly basis shall be Rs.34510/-(Rupees Thirty Four Thousand Five Hundred Ten only) per month. Service tax shall be payable in addition subject to furnishing of service tax registration number and the proof payment of service tax to Central Excise Department.
- 9.** The Contractor shall bear the costs of fuel, salaries of his driver; repair and maintenance, road tax, Insurance, commercial permit etc. of the vehicles provided and shall also maintain the vehicles in good working conditions for 24 x 7x 365 days use by office.
- 10.** Payment will be made on monthly basis only after satisfactory completion of service; Bill should be submitted by the contractor on monthly basis duly supported by Trip Sheet, logbook, toll/parking receipts etc.
- 11.** The staff provided by the contractor shall not be entitled to get any amount from this office as allowances, wages, bonus, gratuity or retrenchment compensation etc. Such persons shall purely be engaged by the contractor only and this office shall not undertake any responsibilities with regard to their employment, welfare, payment of wages etc.
- 12.** The contractor shall furnish complete bio data with mobile no. of the driver.
- 13.** The Contractor shall arrange for proper substitute of the driver in case of his leave, absence, sickness etc.
- 14.** The ITI Naini reserves the right to require the Agency to replace the driver without assigning any reasons for the same and agency shall do so promptly when required to do so.
- 15.** Trip sheet and Log book shall be maintained and usage details therein shall be certified by an authorized officer on daily basis and shall be kept and maintained at PS to Unit Head,

Naini. Driver is required to verify the opening and closing reading on daily basis to authorize staff of PS to Unit Head, Naini.

16. The contract shall initially be valid for a period of 01 year and may be extended for a further period on mutual consent subject to satisfactory performance, on the same terms and conditions at the sole discretion of this office. The ITI Naini however, reserves the right to terminate the contract at any month with a written notice of one month. The Contractor is required to give a notice before the period of contract, in case he wishes to discontinue the service.
17. In case of breach of any terms and conditions of the contract, the performance security deposit of the Contractor shall be liable to be forfeited besides annulment of the contract.
18. The contractor should have requisite license from concerned Govt. authorities for providing respective services commercially.
19. The contractor shall bear all taxes, recoveries, charges etc. as applicable and also comply with all statutory requirements regarding compliance of all labour law such as Minimum Wages Act, Payment of Wages Act, Payment of Gratuity Act, Payment of Bonus Act, EPF & Misc. Prov. Act and ESI Act etc. The contractor shall indemnify against all liabilities/losses/penalties borne by this office which may arise on account of hiring of the staff car under this contract.
20. Income Tax as per rules shall be deducted from the bill wherever applicable.
21. Besides proportionate deduction of the monthly charges and recovery of costs of alternate arrangements, penalty of Rs.100/- per day of failure/delay to provide staff car may also be imposed at the sole discretion of the ITI Naini. Decision of ITI Naini, Prayagraj in this regard shall be final and binding.

Sign of Tenderer with seal

Annexure "A"

Brief Description of the firm

Sl. No.	Particulars	Details
1	Name of the tenderer	
2	Constitution (Proprietorship/Partnership/company etc.)	
3	Name of Owner/Partners/Directors	
4	Full Particulars of office	
4 (a)	Address	
4 (b)	Telephone no.	
4 (c)	Fax No.	
4 (d)	E-mail address	
5	Full particulars of the bankers of the firm	
5 (a)	Name of the Bank	
5 (b)	Account type	
5 (c)	Account No.	
5 (d)	PAN No.	
6	Details of Earnest money Deposit Amount	
6 (a)	Amount	
6 (b)	DD/BC No and Date	
6 (c)	Drawn on bank	
6 (d)	Valid up to	

Sign of Tenderer with seal

Quotation for Staff Car

1. Details of vehicle to be deployed as staff car:

Manufacturing Company	Model	Year of manufacture

2. Quotations for hiring Staff Car:

Sl.	Details	Quoted Charges
A	Charges for Staff Car for first 1200 kms/ month with driver	Rs..... (Rupees.....only)
B	Charges per km after completion of 1200 kms in a month	As per tender document
C	Charges per hour for extra hours after duty hours (before 08.30AM and after 07.30PM)	As per tender document

Note: - The above charges should be quoted keeping in view that the vehicle may be required to be run on 26 days per month without any additional payment.

Sign of Tenderer with seal

DECLARATION

1. I.....Son/Daughter of Shri.....Proprietor/Partner/Director/Authorized Signatory of am 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 hereby convey my acceptance of the same.
3. This information/document furnished along with the above application is true and correct 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. It is certificated that the firm has not been blacklisted by any Govt., PSU or Autonomous/Statutory body.
5. It is certificated that the rates quoted are the most competitive rates offered by us and the firm is not providing its services below the quoted rates to any Govt., PSU or Autonomous/Statutory body in Prayagraj area.
6. It is accepted that no objection for pasting any photo on vehicle as per ITI requirement.

Signature of authorized person.

Date: Full Name /Designation

Place: Firm's/Company's seal

Note: The above declaration, duly signed and stamped by the authorized signatory of the tenderer must be enclosed with tender.

Sign of Tenderer with seal

Annexure "D"

Checklist of Document to be submitting

"THE BID DOCUMENTS HAVE TO BE SUBMITTED IN FOLLOWING SEQUENCE"

S.No.	Document	Submitted (Yes/No)
1	EMD Rs. 8282.40/- in the form of DD of any nationalized bank payable at ITI Ltd. Naini.	
2	Copy of PAN Card	
3	'Annexure A' (brief description of firm)	
4	'Annexure B' (Quotation for Staff car)	
5	'Annexure C'(Declaration)	
6	Tender document along with seal and signature of the authorized signatory on all the pages	
7	MSME Certificate No.	

Sign of Tenderer with seal