

TENDER FORM

Instructions (Nabha)

Contract period **1-04-18to 30-09-18**(can be extended with the consent of contractor)

Single –bid Tender will be in single bid system The Completely filled Performa and other necessary documents should be enclosed in a duly sealed and Signed envelop.

Tender application

Tender application should contain the detailed information on the following:

- (a) Nature of ownership
- (b) Composition of firm
- (c) Banker's name & address
- (d) PAN/ TAN NO.
- (e) Income tax return (latest)
- (f) List of clients
- (g) Registration under Labour act with the Labour commissioner, Punjab (if any).
- (h) The registration number with provident commissioner, Punjab(if any).
- (i) Earnest money of Rs.25000/-(Twenty five thousand only) in the form of DD in the name **of Asst. Director Animal Husbandry(farms), Nabha.**
- (j) Attach completely filled in technical & financial detail Performa
- (k) E. mail.ID
- (l) Certificates where needed should be attached duly attested.

NOTE :Price should be quoted item wise.

All applicable taxes and deductions should be included in the quotation.

Other conditions:

1. The quotations must reach in the office of the Assistant Director Animal Husbandry (Farms) Nabha before 2.00 P.M. on the date 16-03-2018 mentioned in the tender notice.
2. In the event of quotations being submitted by a firm it must be signed separately by each member there of, or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing him to do so, or in case of a Company the quotations should be executed in a manner laid down in the said company's Articles of Association. The signatures on quotations should be deemed to be authorized signatures.
3. All the columns of the quotation form shall be dully properly and exhaustively filled in. The rates and units shall not be overwritten. Quotations shall always be both in figures and in words.
The words "No quotation" should be written across any or all of the items in the schedule for which a tenderer does not wish to tender.
4. Any omission in filling the columns of 'units' and 'rates' shall all together debar a quotation from being considered.
5. All corrections must be signed by the tender's.
6. The successful tenderer/s will be required to deposit in additions as security for due performance of the contract an amount as mentioned against the work in the form of bank security on or before the date mentioned in the work order.
7. Assistant Director Animal Husbandry (farms) Nabha will have the right of rejecting all or any of the quotations without assigning reasons.
8. No tender will be considered unless and until all the documents are properly signed.
9. If the contractor does not start work on due date, or withdraws quotation ,or the work is not satisfactory ,his deposited Rs.25000/- as earnest money will be forfeited without any notice. his tender will be cancelled and the work will be allotted to next contractor.
10. The quotation will be regarded as constituting an offer or offers open to acceptance in whole or in parts at the discretions of Asst. Director Animal Husbandry (farm) Nabha until the work is completed.
11. In the event of tender being accepted, the accepted quotations will be converted into a contract which will be governed by the conditions read with these instructions.
12. Department will not be responsible for any dispute of Labour and the Labour so provided shall not be in any way be the employees of Department.
13. Contractor will be responsible for making the payment directly to the Labour by 7th of every month from his own sources before receiving the bill amount from the department.
Read and Accepted

Signature of Tender's

I/we hereby quote to do the work specified in the underwritten schedule in the manner in which and written the time specified as set forth in the conditions of contract at the rates given in the schedule. The conditions will be binding upon me/us in the event of the acceptance of my/our tender.

Should I/we fail to execute an agreement embodying the said conditions and furnish security in the shape of bank draft as laid down in the form Attached after acceptance of my/our tender. I/we hereby agree that the above earnest money and sum of security money in the form of bank security shall be forfeited by Assistant Director Animal Husbandry (Farms) Nabha in case of any default by me/us without any notice .

Time Frame: Date of Opening of tender - 16-03-2018 at 3.00 PM

Date of Deposit of Security money by the successful tender on or before the date mentioned in the work order.

Date of Execution of work under this tender - 01.04.2018

Signature of Tenderer

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