

ଜିଲ୍ଲା ଖଣିଜ ପ୍ରତିଷ୍ଠାନ, ସୁନ୍ଦରଗଡ଼.

DISTRICT MINERAL FOUNDATION, SUNDARGARH



ସୁନ୍ଦରଗଡ଼

Tender NO: -DMF/SNG/12-2019-20.

**Tender for hiring of Buses for Sundargarh
District**

TENDER SCHEDULE

Availability of Tender documents : 07-01-2020 at 11.00 A.M.

Last date for submission of Sealed Tender: 21-01-2020 up to 5.00 P.M.

Opening of Technical Bid & Financial bid: 22-01-2020 at 11.00 AM

Issued by:
Collector & Chairperson
DMF, Sundargarh.

DISTRICT MINERAL FOUNDATION, SUNDARGARH.

(1st floor, DMF Office)

District Rural Development Agency

Email- dmfsundergarh@gmail.com

Sundargarh -770001

Tel / Fax No. 06622-273846



Letter No. 38 / (DMF)

Dated the 06/01/2020

Tender NO: -DMF/SNG/12-2019-20

1.	The Collector-cum-Chairperson, District Mineral Foundation (DMF) Sundargarh, Government of Odisha invites technical and financial proposals from reputed implementing Agency/ Firms of National and International repute for "Tender for hiring of Buses for Sundargarh District" as detailed in the Scope of Work in this DTCN. The interested and eligible Firms with valid Registration Certificate as a Company, as detailed in DTCN, may apply for the same in OFF-LINE mode. (For details visit www.sundergarh.nic.in).		
2.	Nature of Works	:-	Tender for hiring of Buses for Sundargarh District
3.	Tender(Bid) Cost	:-	Rs.10,000/-
4.	EMD	:-	Rs.50,000/-
4.	Availability of bid document in the website	:-	From 11.00 A.M. of 07.01.2020 to 21.01.2020 up to 5:00 P.M.
5.	Last date of receipt of Bid	:-	21.01.2020 up to 5:00 P.M.
6.	Mode of Receipt of Bids	:-	Through Speed Post/ Registered Post (India Post)/ and by no other means.
7.	Date of opening of Technical Bid and Commercial Bid	:-	Date: 22.01.2020 at 11:00 A.M.
8.	Address for Business query and correspondence	:-	Chief Executive Officer, District Mineral Foundation, Sundargarh Sundargarh -770001, Tel- 7438960549 Website- www.sundergarh.nic.in E-mail Id- dmfsundergarh@gmail.com
9.	The bidders have to participate in OFF-LINE bidding only. Further details can be seen from the Sundargarh District website (www.sundergarh.nic.in). Any addendum /corrigendum / cancellation of tender can also be seen in the said websites. If any query then contact E-mail ID - dmfsundergarh@gmail.com .		

Collector-cum- Chairperson
DMF, Sundargarh

Memo No.....39..... /DMF

Dt. 06/01/2020

Copy to DIO, NIC, Sundargarh with a request to upload this Bid Identification Notice in the Sundargarh District Web-Site www.sundargarh.nic.in by 07.01.2020 for wide publication and timely response by the intending Contractors.


Collector & Chairperson,
DMF, Sundargarh

Memo No.....40..... /DMF

Dt. 06/01/2020

Copy to the A.D.M., Sundargarh/ Rourkela/ Sub-Collector, Sadar/Panposh/Bonai/ All Block Development Officers of the District/Executive Engineer, R&B Division, Sundargarh/Rourkela/ Executive Engineer, RW Division, Sundargarh/Rourkela/ Executive Engineer Minor Irrigation Division ,Sundargarh/ Executive Engineer, Irrigation Division ,Sundargarh/ Executive Engineer, Rukura Irrigation Division, Panposh/ Executive Engineer, RWSS Division, Sundargarh/Rourkela/ Executive Engineer, OLIC, Sundargarh/ Rourkela/ Executive Engineer, PHED, Rourkela/Executive Officers of Urban Local Bodies of the district/ DI & PRO, Sundargarh/ Rourkela for information and with a request to display this Tender Notice in their respective office Notice Board for wide publication.

Copy to Addl. P.D.(Tech.), DRDA, Sundargarh/ Asst. Director, OREDA, DRDA, Sundargarh/ Asst. P.D.(Finance), DRDA, Sundargarh/ Asst. P.D.(RH), DRDA, Sundargarh/ Junior Engineer(Estimator), DRDA, Sundargarh/Cashier, DRDA, Sundargarh/ DMF Cell, Sundargarh/ Notice Board of DRDA, Sundargarh for information & necessary action.


Collector & Chairperson,
DMF, Sundargarh

1. Eligibility Criteria:

- a. Operator should have at least 03 buses of 2018 model onward registered in his own/ firm name as commercial Bus
- b. The firm should be registered with the State Govt. and a scanned copy of Registration Certificate should be attached.
- c. The Agency must have GSTIN Number and submit a self-attested copy of certificate of Registration
- d. The Agency must have PAN Number and submit a self-attested copy of certificate of PAN Card
- e. The Agency must have submitted Income Tax Return for last three years (2015-16, 2016-17 & 2017-18). Copies to be attached.
- f. The Agency must have overall experience of 03 years in supplying vehicles to Education Institution (s)/ Govt. organization/ PSUs/ Manufacturing Industries etc.
- g. All the vehicles must be of 2016 or latest model/ registration
- h. The agency must attach a turnover certificate duly signed by the chartered Accountant for the last three financial year i.e. F.Y. 2016-17, 2017-18, 2018-19. Minimum average annual turnover should not be less than INR 1 Cr. or more. Agency also must have attached a Chartered Accountant certificate for turnover.
- i. Bidders must submit an undertaking for providing Monthly Wages/ Salary to be paid to the drivers and cleaners (not less than the minimum wages) including provision of mobile phones, white uniform (two pairs), black shoes (2 pairs) as applicable for the drivers should be indicated by the bidders. They must enclose the breakup of the wages for drivers and cleaners
- j. An undertaking to the effect that the firm has not been blacklisted ANNEXURE 4/ banned/ suspended/ debarred from any organization/ institute and no case is pending with the police or in court of law against their name, duly notarized. If the same is found at any point of time in any circumstance, the contracted shall be terminated and performance guarantee shall be forfeited
- k. The desirous bidders must submit the required EMD for bid security with technical bid and agree to submit the **Performance Guarantee (Rs. 5.00 Lakhs)** on the event of award of contract within 15 days of issue of Letter of Acceptance (LOA). The letter for award of contract will be issued to you only after receipt of above performance guarantee. The contractor, after receipt of work order, will enter in a contract as per proforma attached as Annexure 5)
- l. Copy of entire tender document must be numbered page-wise and duly self-attested and stamped on each pages as a token of acceptance of our terms and conditions

2. EVALUATION OF TECHNICAL BID

- a) The DMF will open the Pre-qualification/ Technical Bids in the presence of the Bidders or of their representatives who choose to attend at the appointed place and time. They must bring proper authorization from their firm/ agency at the time of opening of the bids failing which they will not be allowed to participate in the opening of process
- b) The bid of any bidder who has not complied with one or more of the conditions prescribed in the terms and conditions will be summarily rejected.
- c) The bidder must produce the original documents towards the eligibility/ qualifying criteria on

the date of opening of tender for verification. Besides this DMF has reserve the right to verify the document so submitted from those organizations who have issued such certificates

3. EVALUATION OF FINANCIAL BID

- Financial bids of only the technically qualified bidders will be opened for evaluation in the presence of qualified bidders.
- The financial bid shall contain the exact charges as applicable against the vehicles (as per the Annexure 2) on monthly basis. Further, the DMF also reserves the right to cancel the financial bid of any agency if it is found that the charges quoted are unreasonable or unjustified.
- One authorized representative of each of the bidder would be permitted to be present at the time of opening of the bids

4. TERMS & CONDITIONS

- 4.1 The vehicle must be in excellent condition and must have registration of 01.01.2019 or after. Charges must be quoted as per the models specified in the financial bid form.
- 4.2 The colour of vehicle shall be decided at the time of Agreement. The hiring of vehicles is initially for an initial period of one year (may be extended further every year up to a maximum of 03 years (including initial one year), based on satisfactory performance) from the date of contract or effective date. The period of contract may be curtailed or extended depending upon the performance of the agency and requirement.
- 4.3 In case of the absence of the Driver, the agency has to provide the substitute. If the agency fails to provide the substitute of Driver/ vehicle, a penalty as per section 5 shall be imposed.
- 4.4 The agency shall deploy helper/ cleaner in all the buses failing which penalty @`500/- per day per person shall be imposed on the contractor. In case of frequent violation, the contract may be terminated by the DMF. The Driver(s) and Helper(s) deployed should not be below 18 years
- 4.5 The agency will take care of Insurance of the Vehicles as well as of the Drivers/ Helpers.
- 4.6 The driver running the vehicle should have valid driving license and the vehicle should be registered with the concerned authorities of Govt. of Odisha. A certificate to this effect should be provided. The drivers of the vehicle provided must follow traffic rules and other regulations prescribed by the Govt. from time to time. Original copies of Registration, Insurance of Vehicle & Driving License of Driver must be produced before engagement of vehicle. In case of any change of driver or contact number of driver prior permission / information of the DMF shall need to be taken .
- 4.7 The drivers must observe all etiquette and protocol while performing the duty. He must be neatly dressed, should wear **proper uniform** to be decided by the DMF at the time of engagement for which no extra payment will be provided and must carry a mobile phone in working condition, for which, no separate payment shall be made by the DMF. All drivers should be provided with mobile phones.
- 4.8 All maintenance servicing of the vehicles should be done by the agency at their own cost. The interior and exterior conditions of the vehicles should be well maintained

- 4.9 In case of break down, the agency will be responsible for repair and maintenance of the vehicle and will arrange alternate vehicle within one hour. DMF will not pay any type of compensation for replacement/maintenance/damage of the vehicle
- 4.10 Total breakdown period excluding routine maintenance in a year should not exceed 12 days. If exceed 5% penalty of annual hired value of particular vehicle.
- 4.11 In case of frequent violation of the terms and conditions, the contract can be terminated forthwith at the cost of the agency.
- 4.12 The vehicles must have valid permits from the concerned authorities
- 4.13 All the drivers provided for the vehicles must have a valid driving license from the RTO.
- 4.14 The DMF is not bound to accept the lowest rates and reserves the right to accept tender in whole or in part or can reject it entirely without assigning any reason.
- 4.15 In case of default or abrogation of the condition stipulated, the EMD shall stand Forfeited
- 4.16 The vehicle is to be delivered within 15 days from the date of issue of the offer or from the effective date
- 4.17 The agency should submit their bid(s) in the format attached
- 4.18 The agency shall be abide by all statutory laws, rules and regulations of the State Govt. Central Govt. as per jurisdiction.
- 4.19 The Corrigendum (if any) & clarifications to the queries from all Applicants will be uploaded on the website <http://Sundergarh.nic.in>. Any such corrigendum shall be deemed to be incorporated into this Tender
- 4.20 All the certificates, testimonials desired in tender as per the eligibility criteria will be verified with the original documents to be presented by the firms/ agencies on the date of opening of Technical bids. Accordingly, all the bidders desirous in participating in bidding process must attend the bid opening and come prepared with the entire original documents of which copies have been submitted with the tender for verification. Any bidder is found absent on the date of opening or fail to submit the original documents; their offers will be summarily rejected
- 4.21 It is the responsibility of the agency to pay the wages to the drivers and helpers as per the Minimum Wages Act., as notified by the Ministry of Labour from time to time. The drivers/ helpers must be paid not less than the minimum wage. The contract may be cancelled if any complaints received from the drivers/ helpers in this regard
- 4.22 No manpower should be engaged exclusively for this contract; when the contract terminates there shall be no physical or normal pressure on the DMF, on grounds of "person displaced from job". The DMF shall not entertain such claim.
- 4.23 During the agreement period, all safety measures must be taken care of by the agency for the vehicle and the personnel engaged under this contract. Any safety hazard occurring during the lease period shall be the sole responsibility of the Agency. The DMF shall in no way be liable for any such incident occurring during or in connection with this contract.

- 4.24 The DMF rules shall be binding for execution of the contract. Further in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter, the Collector & Chairperson, DMF, Sundargarh is the sole arbitrator to decide the same or his decision is final and binding on both the parties. If differences persist even after arbitration and there are compelling reasons to go to the court, it will be decided in the court of Sundargarh only
- 4.25 The vehicle can be de-hired at any point of time, giving prior notice of one month considering the requirement of the District administration for which no payment will be made by the DMF. In case of unsatisfactory services, the contract of the agency may be terminated giving one week's notice.
- 4.26 The Agency (contractor) should make arrangement of his own for the stay/ accommodation of the drivers and helpers so that the latter remains available at all reasonable hours of the day.
- 4.27 Quoted rate shall be valid for 1 (one) year .No escalation in price on account of any reason whatsoever will be allowed during the currency of the contract. The contract price shall be inclusive of all types of taxes, duties, levies, check gate, parking and service charges. No variation in above taxes, duties etc. will be entertained during the currency of the contract.
- 4.28 The DMF reserves the right to cancel/ reject any or all proposals without assigning any reason thereof.
- 4.29 The DMF reserves the right to accept whole or any part to the tender and the same shall be binding on the contractor.
- 4.30 The need of the vehicle may increase/ decrease in future .
- 4.31 The contract cannot be outsourced to third party.
- 4.32 The Log Book shall be Maintained by the agency. Kilometer reading shall be necessarily recorded in relevant columns and verified regularly by an authorized officer before making payment
- 4.33 The agency shall be responsible for ensuring compliance with the provisions related to Labour Law and especially Minimum Wages Act, Payment of wages Act, PF, ESI, Act, Payment of Bonus Act, Contract Labour (R&A) Act, Workmen compensation Act etc. as applicable from time to time. The employees of the agency shall not be deemed to be employees of the user department and hence the compliance of the applicable acts laws will be the sole responsibility of the agency.
- 4.34 The agency shall be personally responsible for any theft, Misconduct and/or disobedience on the part of drivers so provided by him.
- 4.35 The Mileage count will start from the location of pickup and no extra kilometers from the garage to the pickup point will be provided. The mileage count will also terminate at the dropping point and not up to the garage.
- 4.36 The vehicle cannot be put to any private/commercial use beyond the duty hours or on holidays. Unauthorized use of the vehicle by the driver/service provider will lead to unilateral termination of the contract with immediate effect. The agency has to ensure the safety of passenger by avoiding negligent driving by their drivers such as over speeding, rash driving and driving vehicle without brakes/ defective brakes.

- 4.37 The contractor has to make an agreement with DMF Sundargarh on Rs.100/- Non-Judicial Stamp Paper
- 4.38 In case of non-satisfactory performance of the contract, DMF shall have a rights of forfeiting the performance security
- 4.39 No unauthorized person should be allowed to travel in the vehicle, when official duty
- 4.40 GPS equipped Buss with continuous backend tracking should be available
- 4.41 The bus deployed should have fire extinguisher and a first aid kit
- 4.42 The bus deployed should Camera
- 4.43 Rates once finalized shall remain fixed & valid for 1 year . Upward change in rates will not be entertained due to any hike in any other reasons during the period of contract
- 4.44 The period of contract can be extended on the same rates, terms and conditions for a further period at the discretion of the Collector & Chairperson, DMF, Sundargarh
- 4.45 The bus deployed must be available at the pickup points atleast 10 minutes before the indicated time.
- 4.46 The DMF will not be responsible for any challan, loss, damage or accident to the vehicle or to any other vehicle or injury, Death etc.
- 4.47 Tender has invited for annual rate contract for each type of the bus and the rate for each bus is valid for one year. Agency has to provide the bus as per the requirement of District Administration.
- 4.48 The vehicle will have to be maintained by the contractor in good running condition which includes at least the following
- I. Minimum noise of engine and body while running
 - II. Tyres with proper treads.
 - III. Inflated stepni, working headlights, tail lamps, indicators, speedometer, milometer, temperature indicator etc.
 - IV. Proper paint on the outside.
 - V. Good condition of bumpers
 - VI. Upholstery in good condition including washed and ironed white seat covers.
 - VII. Proper locking of all doors
 - VIII. Proper closing and opening of all windows.
 - IX. Dusting of dashboard, rear board, matting, windscreen, windows and body. Failure to maintain the same would invite penalty @ 2% of bill for each failure for the duration of the failure/lapse

5. PENALTIES

Sr. No.	Reasons of Penalty	Amount
1	Not reporting at all for duty	Rs. 1000/-
2	For late reporting per occasion	Rs. 1000/- per hr. Or part thereof
3	Unclean or non-road worthiness vehicle deployed	Rs. 2000/- per incident
4	Misbehavior of driver / non following instruction of Govt. Officers	Rs. 2000/- per day or part thereof
5	Any lapse notice during operation of contract other than listed in clause of penalties	Rs. 2000/- per incident
6	Carrying un-authorized persons on duty	Rs. 1000/- per Trip
7	Not providing vehicles on a day	Rs. 3000/- per Day
8	Not providing another vehicle in case of Breakdown	Rs. 3000/- per Day
	Not maintaining vehicle in good condition	Rs. 1000/- per Day
9	Non-maintaining the log book properly	Non-payment of the trip
10	Not providing substitute Driver in case of absence of the Driver	Rs. 1000/- per Day

The decision of DMF Sundargarh on all type of penalties shall be final and binding on the agency

6. ARBITRATION

In case of any dispute or difference arising out of or in connection with the tender conditions/ job order and contract, the DMF and the contract will address the dispute/ difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the DMF.

7. JURISDICTION:

The Court at Sundargarh alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender/ contract. It is specifically agreed that no court outside and other than Sundargarh court shall have jurisdiction in the matter.

8. FORCE MAJEURE

If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc., may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall be reason of such event to be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumes as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

9. PERFORMANCE GUARANTEE:

The successful Agencies shall have to deposit Rs. **5.00 Lakhs** towards Performance Bank Guarantee by way of Demand Draft/ Bank Guarantee issued by a Nationalized/ Scheduled Commercial Bank in favour of CEO, DMF, Sundargarh. The bank guarantee should be valid for 60 days beyond the period of contract (24 months). ANNEXURE 5

ANNEXURE 1 TECHNICAL BID

Sr. No.	General particulars of the Agency	Details to be filled up by the Bidder
1	(a) Name of the Agency	
	(b) Registered address with telephone nos.,	
	Mobile no.	
	E-mail ID	
	(c) Year of Establishment/ Incorporation	
	(d) Authorized Person's a. Name & Designation b. Tel. No. Landline c. E-mail ID: d. Mobile e. fax:	
2	Type of Firm: Private Ltd./ Public Ltd./ Cooperative/ NGO/ PSU. (Please enclose copy of Memorandum/ Articles of Association/ Certificate of Incorporation)	
3	Details of bid document amount (tender fee- Rs. 10,000) Demand Draft no.	
4	Details of Earnest Money Deposit (EMD- Rs. 50,000) Demand Draft No.	
5	GST No	GST No. (Copy of self-attested certificate attached) Yes/ No (page No.)
6	The firm/ agency should have PAN No.	PAN No. (Copy of self-attested certificate attached) Yes/ No (page No.)
7	The bidder should have at least three (3) years' experience in work of similar nature with Govt. offices/ IITs/ NITs/ PSU's/ industry etc., and must have executed the similar contract as mentioned in the eligibility criteria (Copy of the same to be attached)	Yes/ No Attached Document (Page No.)

8	Bus no. _____ & Reg. in the name of _____) Bus no. _____ & Reg. in the name of _____) Bus no. _____ & Reg. in the name of _____)	Copy of registration enclosed. Yes/ No (Page No.)
9	Copy of Work Order & Satisfactory Performance Report from at least two clients where the Agency has been working/ worked during last three years Attached	Yes/ No (Page No.)
10	Certificate for average annual turnover duly approved and signed by the Chartered Accountant (Financial Year 2016-17, 2017-18, 2018-19) (Copy of the same to be attached)	Yes/ No Attached the Certificate Approved by Chartered Accountant (Page No.) (ANNEXURE 3)

Note: Agencies/ Bidders not submitting full information/ documents at the first instance shall be rejected

Signature with stamp: _____

Date: _____

Full Name: _____

Address: _____

ANNEXURE 2 FINANCIAL BID

Sr. No.	Name of the vehicle	Minimum Avg. Mileage in Km/Ltr.	No. Vehicles	Monthly rate of Bus (Inclusive of all taxes)
1	51 seater Bus (Non-Ac)	4 Km	1	
2	41 Seater Bus (Non-Ac)	4 Km	1	
3	32 Seater Bus (Non-Ac)	6 Km	1	
4	26 Seater Bus (Non-Ac)	6 Km	1	
	Total cost			

Note

- I. Fuel cost will be paid as per the actual consumption of Diesel.
- II. TDS & All Taxes as applicable will be deducted from the bills of the contractor.
- III. Monthly quoted rate is for 10 Hrs. in a day & 26 days in a month.
- IV. No. of vehicle will increase / decrease. Requirement of buses will be on need basis
- V. L1 price will be decided on the basis of lowest Total cost & the rate shall be valid for 1 year

Place-
Date -

Signature of Authorized Signatory
Seal with Designation

ANNEXURE 3 AVERAGE ANNUAL TURNOVER STATEMENT

The Average Annual Turnover statement of <name of the organization>, at<address of the organization >, for the last three financial year are given below and certified that the statement is true and correct.

Sl. No.	Financial Year	Turnover in lakhs (₹)
1	2016-17	
2	2017-18	
3	2018-19	
	Average annual turnover statement	

Date:

Signature of Chartered Accountants

Place:

Seal:

Membership No:

ANNEXURE 4 NON-BLACKLIST

We,<name of the Organization>, having our registered office at , <HQ address of the Organization> hereby declare that we are submitting this proposal in reference to the "Tender for hiring of Buses for Sundargarh District" out of D.M.F Fund' We declare that we have not been blacklisted by any Ministry / Department / industry Public Sector Undertaking or any other agency of the Central/State Government.

We declare that there are no proceedings, disputes or enquiries pending against us in connection with cheating, misappropriation of funds or exploitation of beneficiary.

We also acknowledge that in case of misrepresentation of the information, our proposal / contract shall be rejected / terminated at any stage by the client, which shall be binding on us. Any loss or damage to the client, on this count will be compensated by us.

Date:

Authorized Signature

Place:

Name and Title of Signatory

Seal:

ANNEXURE 5 BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

Issuing Bank: *[insert: Bank's Name, and Address of Issuing Branch or Office]*

Beneficiary: *[insert: Name and Address of Authority]*

Date: _____

PERFORMANCE GUARANTEE No.: _____

We have been informed that *[insert: name of the Awardee]* (hereinafter called "the Agency") has entered into Contract No. *[insert: reference number of the contract]* dated _____ with you, for Tender for hiring of Buses for Sundargarh District" out of D.M.F Fund. (hereinafter called "the Contract"). Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Agency, we *[insert: name of Bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert: amount in figures]* (Rs____) *[insert: amount in words]*²¹ upon receipt by us of your first demand in writing accompanied by a written statement stating that the Agency is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Agency before presenting us with the demand.

This guarantee shall be valid until the day of, 20.....

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the Agency shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

Our..... branch at (Name & Address of the branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at ourbranch a written claim or demand and received by us at our

The Guarantor shall insert the amount as specified in the Tender.

.....branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

_____ *[signature (s)]*
Signature of the Authorised Officer of the Bank

Name and Designation of the Officer

Seal, name & Address of the Bank and the Branch