KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LTD., BENGALURU (Government of India Undertaking)

TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF MODULAR WORKSTATION, STORAGE CUPBOARDS AND CUBICLES

AT ARKA THE BUSINESS CENTRE, PEENYA INDUSTRIAL AREA,

BENGALURU-560058

Tender No. K/Admn/Cubicals/21-22

Dated: 09.04.2021

Time Schedule for Tender Process				
09.04.2021 (1000 hours)				
15.04.2021(1030 hours)				
19.04.2021				
22.04.2021(before 4.00 PM)				
22.04.2021				
22.04.2021				

Website: www.kaplindia.com

1. Karnataka Antibiotics and Pharmaceuticals Limited (KAPL) is a Public Sector Undertaking directly comes under Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India. The basic objective of the company is to make available life saving drugs of good quality to Karnataka Government hospitals and other institutions.

To serve better with more space, we are moving to a new facility at ARKA, THE BUSINESS CENTRE, PLOT NO. 37, SITE NO. 34/4, NTTF MAIN ROAD PEENYA INDUSTRIAL AREA,2ND PHASE, BANGALORE – 560 058. In this connection, KAPL invites Tender from reputed Contractor/Firm/Agency for SUPPLY AND INSTALLATION OF MODULAR WORKSTATION, STORAGE CUPBOARDS AND CUBICLES IN ARKA, THE BUSINESS CENTRE having experience at least 3 years in the same field.

We, KAPL is occupying three floors. Floor Plan of the Building is enclosed at **Annexure - 1**. Each floor have a requirement of Cabins for HoDs, AGMs/SMs and Workstations (A list showing floor wise requirement is enclosed for ready reference - **Annexure - 2**).

Please give your competitive quotation with sketch of the floor plan with cabins / workstation as per the enclosed requirement list and Bill of Quantity (Annexure -2 and 2A). Please also note that the quotation should also include provision for electrical/network/telephone/Air-conditioners etc. wherever required (Annexure-3).

The interested firms should submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed on or before 22.04.2021 before 1600 Hours by **Hand Delivery or in person.** No other mode of application will be considered & application will not be accepted. Tender documents is also available for viewing at KAPLs website i.e. <u>www.kaplindia.com</u>. The sealed hard copy of the tender shall be submitted in one big envelope superscripting "SUPPLY AND INSTALLATION OF MODULAR WORKSTATION, STORAGE CUPBOARDS AND CUBICLES at ARKA, THE BUSINESS CENTRE" containing two separately sealed small envelopes, one for "Technical Bid " and another for "Financial Bid " superscripting and addressed **to The Company Secretary & AGM(Admn)**, **Karnataka Antibiotics and Pharmaceuticals Ltd., Dr. Rajkumar Road, Rajajinagar, Bangalore – 560 010** on or before 22.04.2021 upto 1600 hours.

Power Point Presentation will be held on Thursday the 15th April 2021 at 1030 hours.

The technical bid envelope must contain the technical bid as enclosed **at Annexure -4** with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid. The financial bid shall include all the charges including all taxes etc., to complete the work in all respect. The Technical and financial quote must reach this office on **22.04.2021 at 16.00 hour**.

Bids received shall be evaluated as per the Criteria prescribed in the tender document. KAPL will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

2. Correspondence Address: The Company Secretary & Asst. General Manager (Admn) Karnataka Antibiotics and Pharmaceuticals Limited, Dr. Rajkumar Road, Rajajinagar 1st Block, Bangalore – 560 010. In case of any clarification required relating to this tender, the same can be sought from the following Officer

Smt. K P Parvathi, Manager-Secretarial & Administration, Mob No. 9980528791.

3. SUBMISSION OF BIDS :

3.1 TECHNICAL BID

The technical bid envelope must contain the following :

- a) Proforma of Technical Bid Undertaking from the Bidder
- b) General Information of the Bidder
- c) Evidence of successful completion of any Project for last three years.
- d) Sealed envelope with superscription "SUPPLY AND INSTALLATION OF MODULAR WORKSTATION, STORAGE CUPBOARDS AND CUBICLES AT ARKA, THE BUSINESS CENTRE – TECHNICAL BID"

3.2 FINANCIAL BID

The **ENVELOPE** must contain:

i. Financial Bid Should be submitted with prices quoted for all the items and the price mentioned in figures as well as in word.

ii. The financial bid shall include all the charges (with Break up) including all taxes etc., to complete the work in all respect. KAPL will not accept any claim other than mentioned in financial bid.

iii. No overwriting or use of correction fluid shall be accepted. Any corrections shall be legible and signed by the authorized signatory.

iv. Sealed envelope with superscription "SUPPLY AND INSTALLATION OF MODULAR WORKSTATION, STORAGE CUPBOARDS AND CUBICLES AT ARKA, THE BUSINESS CENTRE - FINANCIAL BID".

v. Put **TECHNICAL BID ENVELOPE and FINANCIAL BID ENVOLOPE** in separate sealed covers and put both the sealed cover in one cover addressed to The Company Secretary & Asst. General Manager (Admn) Karnataka Antibiotics and Pharmaceuticals Limited, Dr. Rajkumar Road, Rajajinagar 1st Block, Bangalore – 560 010, with superscription on the cover as **"SUPPLY AND INSTALLATION OF MODULAR WORKSTATION, STORAGE CUPBOARDS AND CUBICLES AT ARKA THE BUSINESS CENTRE"**. It should reach us on or before **16:00 hours** on **22nd April 2021** in the office of KAPL, Bangalore – 560 010.

4. INSTRUCTIONS TO TENDERERS:

The tenderers are requested to follow the below mentioned instructions:

i. Offers must be sent through <u>speed post or in person only.</u> Offers submitted by fax or in any manner other than specified above shall not be considered.

ii. The bids shall exactly be according to the requirement of KAPL along with sketch.

iii. All documentations are required to be in English

iv. Tender should be filled with neat legible and correct entries. Indistinct figures, alterations are not permitted in the tender.

v. Failure to comply with these conditions will result in forfeiting of the tender. Please cross out any mistakes and rewrite the same and counter sign.

vi. Incomplete tenders, amendments and additions to tender after opening and tenders submitted after due date shall liable to be ignored.

vii. Cost involved in submitting the bids, arrangements for the demonstration / presentation etc. shall be borne by the bidder.

viii. Tender shall be accompanied by the relevant documents including the following:-

a. A client list for the Furniture's quoted for & supplied by them for the last 3 years

b. Experience of having successfully completed similar works during last 3 to 5 years ending last day of month previous to the one in which applications are invited should be enclosed.

c. "SIMILAR WORK" means "PROVIDING AND FIXING WOODEN CUBICLES, WORKSTATION AND AMINITES as required in tender.

d. Copy of PAN of the company/ firm/Manufacturer/Authorized Dealer etc.

e. Authorization letter of the company if one wishes to authorize some other company.

f. The catalogue/ Brochure for the Furniture quoted by the vendors should be enclosed along with technical bid.

g. They should be registered for VAT/ GST and Income Tax and should enclose copies of relevant certificates. Tenderer will have to produce all these original documents at any time demanded by KAPL.

h. Model quoted & detailed specification.

i. The warranty/ guarantee on the item supplied and fixed from the date of verification & acceptance by KAPL, will be at least 05 years for wooden items, 2 years for revolving chair and 1 year for cushion items fittings and other accessories. During the warranty period, the tenderer shall liable to repair and replace the defected part for whole. However for the Furniture made of Iron/ Steel, the same should be of 3 to 5 years.

j. The defective Furniture(s) shall be replaced by the agency without any additional charge during guarantee period of supplied Furniture(s). The replacement shall have to be carried out within 7 days of the intimation being received from KAPL.

k. Tenderer shall have to quote item wise rates, consolidated rates shall not be considered and tender shall be liable to be rejected out rightly.

I. <u>The tenderer must visit the site and make themselves conversant with site and site</u> <u>conditions</u>, nature and requirement of the works, facilities of transport condition, effective labour and materials, access and storage for materials and removal of wastes.

m. KAPL, Bangalore reserves the right to change the quantity/ upgrade the criteria/ drop any item or part thereof/extension of delivery date at any time before placing the work order.

5. TECHNICAL QUALIFYING CRITERIA:

i. The tenderer should be a certified registered company/ Society/ firms/manufacturer / authorized dealer/ PSU/ Govt. Undertaking etc, Products from the unregister companies are not acceptable.

ii. The tenderer should have the PAN Number, GST registration etc.

iii. The tenderer must have carried out similar nature of works on item rate basis as per the requirement.

iv. The tenderer shall not be black listed by any Govt./ Semi Govt./ Private Institution. A self-certificate in this regard shall be enclosed.

v. The selected firm (s) has to provide the after sale services.

vi. The presentation & plan should be acceptable to Management.

Note: Only those firms/ authorized dealers who accept and fulfil the above terms & conditions should participate in the tendering process.

TERMS AND CONDITIONS

a) Validity of the Offer: The offer should be valid for 120 days from the - date of opening of Financial Bid; it can be further extended for the period of three months.

b) **Right of Acceptance**: Right of Final acceptance of the tender is entirely vested with the KAPL, BANGALORE, who reserves the right to accept or reject any, or all the tenders in full or in parts without assigning any reason whatsoever. KAPL does not bind itself to accept the lowest tender. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order at the sole discretion of KAPL. Also there is no obligation on the part of KAPL to communicate with the rejected Bidders

c) **Delivery:** The Modular furniture, Storage units, cubical fixtures and other items should be delivered, placed, installed and commissioned at KAPL, ARKA THE BUSINESS CENTRE, PEENYA INDUSTRIL AREA, BENGALURU – 560058 within a stipulated period of **six** weeks from date of issue of letter of award. If the tenderer fails to supply the ordered quantity within the stipulated time period/supplies sub-standard item, liquidated damages equivalent to 1% (one percent) of contract/bill value shall be charged per week and deducted from the bills of the contractor subject to maximum of 10% of contract/ bill value.

d) **Responsibilities:** The specified fixture, Fittings and all other items supplied should be brand new furniture and should be installed/ commissioned at the specified location i.e. ARKA, the Business Centre by KAPL, Bangalore at no extra cost to KAPL. **KAPL** is not bound to provide any mode of transport in respect of men or material required for the contract.

e) **Payment Terms: Advance 30% of the total work order . Balance** shall be made within 10 days on execution/completion of the work at actuals only. Any additions/deletion must be considered at actuals.

• TDs as per rule shall be deducted from the bills of the contractor. The agency must enclose copy of PAN No. supported by copy of PAN Card of the company.

g) **Signing of Tender:** The individual signing the tender (or the documents in connection with it) must specify whether he/ she is signing as:

1. A sole proprietor of the firm, or constituted attorney of such a proprietor.

2. A partner of the firm, if it be a partnership, in which case he/she must have the authority to refer to arbitration, disputes if any, concerning the business of the partnership. Either by virtue of the partnership agreement or power of attorney.

3. Authorized signatory of the firm, if it is a company (a letter of the authority in this respect must be enclosed along with the bid).

4. A person signing the tender form or any part thereof, on behalf of another, shall be deemed to warrant that he/s he has the authority to bind the other and if on inquiry it appears that the person so signing has no authority do to so, KAPL may without prejudice to other Civil and Criminal remedies, cancel the contract and hold the signatory liable for all costs and damages.

5. Each page of the tender form for Supply, installation and Commissioning should be signed and stamped for the purpose of the tender offer.

h) Contacting the Tendering authority

1. No Bidder shall contact the tendering Authority on any matter relating to its bid, from time of opening to the time of contract is awarded. If he/ She wishes to bring the additional information to the notice of the tendering authority, he/ She should do it in writing. The tendering authority reserves the right as to whether such additional information should be considered or otherwise.

2. Any effort by a Bidder to influence the tendering authority in its decision on bid evaluation, bid comparison, or contract award may result in disqualification of the Bidder's bid and also forfeiture of his Bid security.

i) Interpretation of the clause in the Tender Document/ contract Document

In case of any ambiguity in the interpretation of any of the clauses in the tender Document, the Tendering Authority's interpretation of the clauses shall be final and binding all parties.

j) Binding clause

All decision taken by the tender committee regarding the processing of this tender and award of contract shall be final and binding on all concerned bidders. Bidder should clearly mention the period of warranty for each item quoted, and indicate terms and conditions for AMC after period by warranty

k) General:

1. KAPL reserves the right for any reduction/ increase in the scope of work and the same shall be awarded to the vendor at the same Unit Rate mentioned in their bid.

2. Bidder can visit the campus in working hours/ days from Monday to Friday from 9.00 hours to 17.30 hours for any query.

3. The awarded Agency or the contractor needs to provide one sample Modular work station, Storage Cupboard and cubicle, before proceeding in bulk. On approval of the technical team and authority other cubical may be completed on stipulated time.

4. The work should be completed within **45 days** from the acceptance of the work order.

5. The Materials to be used for the above work should be as per approved make (list enclosed) – **Annexure - 5**

i) Jurisdiction: All disputes shall be subject to Bangalore Jurisdiction only. In case of any dispute raised by the supplier, representation will be made only by the authorized representative of the supplier and the decision of the Managing Director will be binding on the supplier.

ANNEXURE - 2

THE REQUIREMENTS OF SPACE AT EACH DEPARTMENT: FIRST FLOOR

Reception Desk & Showcase	: One each			
Department - 1				
Big Cabins for HoDs	: 3 Nos. (present table & chairs will be used)			
Small Cabins for AGMs/SMs	: 6 Nos.(present table is used)*			
Cubical (covering 3 sides)	: 2 Nos.(present table is used)*			
Modular Workstations with Storage Units	: 18 Nos			
Workstations for Contract Employees	: 2 Nos.			
Seating Arrangement for Office Boys	: 2 Nos.			
Department-2				
Small Cabin for SM	: 1 No. (present table is used)*			
Cubical (covering 3 sides)	: 1 No. (present table is used)*			
Modular Workstations with Storage Units	: 5 Nos.			
Seating Arrangement for Office Boy	: 1 No.			
Department – 3				
Big Cabin for HoD	: 1 No.(present table & chairs will be used)			
Small Cabins for SMs(expansion/Promotion)	: 2 Nos.(present table is used)*			
Cubical (covering 3 sides)	: 3 Nos.(present table is used)*			
Modular Workstations with Storage Units	: 3 Nos.			
Seating Arrangement for Office Boy	: 1 No.			
Visitor Room with round table	: 1 No with 5 chairs			
Committee Room with VC	: 1 No with 8 chairs.			
Department-4				
Cabin for DGM	: 1 No(present table is used)*			
Modular Workstations with Storage Units	: 2 Nos.			

*The tables used at current office will be retained.

SECOND FLOOR (II)

MDs Chamber	:	1 No.(present table & chairs will be used)		
MDs Secretary Chamber	:	1 No.(-do)		
Conference Hall	:	1 No(present table is used)*		
Wash Room for MD	:	1 No.		
Seating for Office Boy	:	1 No.		

Department-5_

HoDs Cabin	: 1 No.(Only table)
Small Cabin for SM with Storage Unit	: 1 No(present table is used)*
Cubical (3 sides closed)	: 1 No(present table is used)*
Modular Workstations with Storage	: 5 Nos.
Library Room	: 1 No.
Wellness Room	: 1 No. (With one cot & mattress, provision for table and chairs)
Storage Room (stationery)	: 1 No.
Storage Room(House Keeping)	: 1 No.
Seating for Office Boys	: 2 Nos.

Department-6

Small Cabin for SM with storage Unit	: 1 No(present table is used)*
Cubical(three sides closed)	: 1 No(present table is used)*
Modular Workstations with Storage	: 4 Nos.
Workstation for Hardware Engr	: 1 No.
Server Room	: 1 No.
Seating Arrangement for Office Boy	: 1 No.

*The tables used at current office will be retained.

THIRD FLOOR (III)

Department-7:

HoD Cabin	: 1 No. (only table)
Small Cabins for SMs with Storage	: 3 Nos .(present table is used)*
Cubical(3 sides closed)	: 2 Nos(present table is used)*
Modular Workstations with Storage	: 8 Nos.
Workstations(auditors)	: 4 Nos.
Casuals	: 4 Nos.
Small room for Cash box	: 1 No. (with table and chair)
Seating arrangement for office boy	: 1 No.
For Expansions	
Modular Workstations with Storage	: 4 Nos.
Meeting Room	: 1 Table with 10 chairs
Auditor Room	:
Department-8	
HoD Cabin	: 1 No. (present table is used)
Small Cabins for SMs with Storage	: 1 No (present table is used)*
Modular Workstations with storage	: 7 Nos.
Contract Employees	: 4 Nos.
Seating arrangement for Office Boy	: 1 No.
Department-9	
<u>Department-9</u> HoD cabin	: 1 No. (one table)
	: 1 No. (one table) : 1 No .(present table is used)*
HoD cabin	
HoD cabin Cubical (3 sides closed)	: 1 No .(present table is used)*
HoD cabin Cubical (3 sides closed) Modular Workstations with storage	: 1 No .(present table is used)* : 6 Nos

*The tables used at current office will be retained.

ANNEXURE -2A

BILL OF QUANTITIES FOR MODULAR CABINS/WORKSTATIONS /CONFERENCE HALL

SI No	Item Description	UoM	Quantity	Rate in Rs.	Amount in Rs.
01	Conference Hall measuring 27 ft x 38 ft with only plywood partitions And Conference Table measuring 6000x2400x750mm	Nos. Nos	1 No. 1 No.		
02	MDs closed chamber with half glass partitions with plywood measuring 28 ft x 18 ft , Sofa & Wash room measuring 6 ft x 15 ft. One entry point to connect Conference Room	Nos	1 No. each		
03	MDs Secretary's Chamber half glass partition with Plywood measuring 17 ft x 13 ft. One entry point to connect MDs chamber	Nos	1 No.		
04	HoDs Cabin with Half Glass partition with Plywood measuring 13 ft x 11 ft	Nos.	7 Nos.		
05	HoDs Cabin Tables 1800(L) X 700(D) X 750(H) mm with 25mm thk ply finished with laminate and edges to be finished with teakwood lipping patty and melamine	Nos	3 Nos.		
06	AGM/SMs Cabin Half Glass partition with Plywood measuring 10 ft x 9 ft	Nos.	15 Nos		
07	Cubicals measuring 10 ft x 6 ft with storage Unit (all the three sides closed)	Nos	10 Nos.		
08	Work Stations Table 1500(L) x 600(D) x 750 (H) mm for workstations with 25 mm thk ply finishesd with laminate and edges to be finished with teak wood lipping patty and melamine polish	Nos.	93 Nos.		
09	Modular Side Storage Unit 900(L) x 4000(D) x 750(H)mm with 25mm thk ply finished with laminate and edges to be finished with teakwood lipping patty and melamine polish	Nos.	93 Nos.		

SI No	Item Description	UoM	Quantity	Rate in Rs.	Amount in Rs.
10	Committee Room measuring 16 ft x 12 ft with half glass partition	Nos.	2 Nos		
11	Committee Room Table measuring 3000x1200x750mm		1 No		
12	Auditors Room 14 ft x 10 ft	No.	1 No.		
13	Visitor Room 14 ft x 10 ft with Round table and chairs	No	1 No.		
14	Supply of Chairs Base Nylon Tilt Synchronous Multilock Arms- Fixed Polypropelene TSF 013 Upholstery – Fabric Pneumatic Lift 100 mm Class 3		128		
16	RECEPTION DESK WITH SHOW CASE measuring 17 ft x 11 ft	Nos	1		
17	Wellness Room with one Cot and Mattress	No.	1		
18	Pantry with platform and Sink 6 ft x 15 ft	No	1		
19	Cafateria 14 ft x 10 ft	No.	1		
20	Library Room 16 ft x 10 ft	No	1		
21	Store Room (2 in 2 nd floor & 1 in 3 rd Floor) measuring 14 ft x 10ft	No	3		
22	Server room measuring 9 ft x 14 ft In second Floor next to ISD Department		1		
23	IT Storage Room 9 ft x 15 ft	No	1		
24	HRD file storage unit measuring 12 ft x 12 ft.				
25	LED Bulbs/Fans to be placed wherever its is required i.e. Chambers/Cabins/Work stations /Conference Hall / Committee Rooms/Storage Rooms / Pantry /Wellness Room/Cafateria/Library	Nos	At Actuals		
26	Split Air Conditioner in Conference Hall, MDs Chamber/ Server Room	Nos	5		
27	Curtains Rods for Windows wherever required	Nos	At actuals		

ANNEXURE - 3

IT/ELECTRICAL/OTHER WORKS

- Information Services Department(ISD) with Server room will be in 2nd Floor.
- All network points (CAT 6 Cable) should start(Originate) from Server room.
- Existing 80 Desktops should have LAN Cable with Conduit and 20 KVA Ups Connection
- Existing 2 A/Cs to be connected in Server Room with Raw power
- Existing 4 Nos Network racks with Switches to be connected one in each Floor with a pair(2 Cables as Back Bone) LAN Connection and UPS
- Existing 20 CC cameras to be connected with LAN cable.
- Existing WiFi routers 10 Nos to be roof mounted with LAN cable.
- **Existing** Biometric attendance system with LAN Cable and UPS Connection.
- Existing EPSON Projector with Screen to be connected in Conference
 Room
- Existing Video Conference System (Polycom) with LG TV to be connected in Conference Hall with UPS , LAN & Existing WiFi Router Connection
- Existing 20KVA and 5KVA UPS with Batteries to be placed in Basement (-1). 5 KVA UPS to be connected to only for Server room. 20 KVA UPS to be conned to all Desktops and IT Equipments.
- UPS Points : To be placed wherever required , Sockets, Network Wall Mounts to be made available wherever it is required.
- Civil and other related works for Wash Room next to MDs Chambers (as per the floor Plan.

ANNEXURE – 4

PERFORMA OF TECHNICAL BID UNDERTAKING FROM THE BIDDER (In the original Letter Head)

To The Company Secretary & AGM(Admn) Karnataka Antibiotics and Pharmaceuticals Ltd Dr. Rajkumar Road Rajajinagar 1st Block Bangalore – 560 010

Dear Sir/ Madam,

I/We hereby unconditionally accept all terms and condition mentioned in Tender enquiry for "PROVIDING AND FIXING WOODEN CUBICLES, WORKSTATION AND OTHER AMINITES at **ARKA THE BUSINSESS CENTRE, BANGALORE**".

I /We hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection, if the same is found to be false or the information is found to have been suppressed by me.

The warranty/ guarantee on the item supplied and fixed will be at least 05 years for wooden items, 02 years for revolving chair and 01 year for cushion items fittings and other accessories. The warrant period shall liable to repair and replace the defected part for whole. However for the Furniture made of Iron/Steel, the same should be of 3 to 5 years (more than the expected warranty may please be specified).

I/ We having our office at declare that I/ We have never been blacklisted by any state Government/ Central Government or any State/ Central PSU.

Regards,

(Authorized Signatory) (Seal)

Date:

GENERAL INFORMATION

(To be filled in by the bidder for the Technical Bid evaluation)

Brief Description of the Tenderer

1. NAME OF TENDERING COMPANY/ FIRM

3. NAME OF OWNER / PARTNERS / DIRECTORS

2. Type of Organization

Individual/Partnership/ Pvt. Ltd

- 4. FULL PARTICULARS OF OFFICE
- (a) ADDRESS
- (b) TELEPHONE NO
- (c) MOBILE No.:
- (d) E-MAIL ADDRESS
- (e) Company website, If any
- (f) Year of establishment
- 5. REGISTRATION DETAILS: (Details of supporting documents enclosed with self attested)

SI No	Registration No	Registration No.	Valid upto	Proof enclosed
01	Firm/Company Registration/Individual			
02	Proof for having registration in Firm /manufacturer / registered dealer/ other Govt. organization			
03	PAN Card No./ TAN			
04	GST Reg. No			
05	Income tax return			
06	Any other additional information			
07	ISO Certification			

LIST OF CLIENTS

SI	Name and	Client	Period of Contract		Order	Contract
No	Address of the	Contact	From	То	сору	Value (Rs)
	Clients	Number			enclosed	

Supporting documents like copies of work orders, completion certificates and performance certificates from the client in support of each of the above projects to be furnished.

- a) List of clients including PSUs mentioning the period of contract and value thereof.
- b) Any other information.

Signature of the Tenderer Name: Designation Office Seal

Date:

Place: