

E-procurement Tender Document

For

Preparation & Printing of materials for the Promotion of Energy Conservation Programmes in Telangana State (English & Telugu), supply of canopy tents and Aluminium rollup banner stands, etc.,

Tender No:TSREDCO/EC/BEE AP/SEEROP/45(5)/2017-18, Dated.09.05.2018



Telangana State Renewable Energy Development Corporation Ltd., (TSREDCO)

Regd. Office: Visvesvaraya Bhavan, 2nd floor,
The Institution of Engineers Building, Khairatabad,
Hyderabad - 500 004. (TS)

TEL: +91-40-2320 1502 / 03

FAX: +91-40-2320 1504

Email: ec@tsredco.telangana.gov.in, plg@tsredco.telangana.gov.in,

Web site: tsredco.telangana.gov.in

Covering Letter
(on company Letter head)

From

To

Sir,

I/We have read the complete tender and I/ we understood the complete tender document.

I/We here by submit tender to take up the assignment, under the annexed general conditions of contract and as per the guidelines issued, the whole of the work referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by TSREDCO, Hyderabad; at the rates quoted. The work will be delivered within the time and at the places specified by TSREDCO.

*I/We am/are remitting/have separately remitted the required amount of
INR.....as earnest money.

Yours faithfully,

Signature
with Stamp

Address

Date

GENERAL CONDITIONS

1. Tender Number & Title

Tender No: TSREDCO/EC/BEE AP/SEEROP/45(5)/2017-18, Dated.09.05.2018

Tender Title: Preparation and Printing of booklets, posters for the promotion of Energy Conservation Programmes in the state of Telangana, supply of canopy tents and aluminium rollup banner stands, etc.,

2. Background

The Government of Telangana has appointed TSREDCO as the State Designated Agency (SDA) of Bureau of Energy Efficiency (BEE), Ministry of Power, Govt. of India to coordinate, regulate and enforce the provisions of the Energy Conservation Act-2001 and to implement the schemes under the said Act within the State of Telangana

3. Submission of Tender/Instruction to tenderer (procedure shall be followed after submitting the tender through e-procurement)

The Bid shall be submitted in two parts, viz.

- Envelope I: “Technical Bid”;
- Envelope II: “Financial Bid” ; and
- Both the Envelopes I & II to be placed and sealed inside Envelope III

The Technical and Financial tenders should be submitted in separate envelope and should be addressed to

The Vice Chairman & Managing Director

Telangana State Renewable Energy Development Corporation (TSREDCO)

D.No. 6-2-910, Visvesvaraya Bhavan, II floor

The Institution of Engineers Building, Khairatabad, Hyderabad

Telangana State, India - 500 004.

in a sealed cover with the tender number and title duly super scribed on the cover.

The Technical bid in Envelope shall contain:

1. Covering letter duly signed by the authorized signatory and stamped in the letter head of the tenderer.
2. Earnest Money Deposit of INR.1,00,000 shall be paid through DD in favour of TSREDCO payable at Hyderabad. A scanned copy of the same shall be uploaded on e-tender website.
3. Cost of tender form, INR.2,000 + GST@18% shall be paid through DD in favour of TSREDCO payable at Hyderabad. A scanned copy of the same shall be uploaded on e-tender website

4. The tender documents duly signed by authorized signatory in each page, Stamped scanned and uploaded along with all the necessary enclosures through e procurement and a hard copy shall be submitted. (The Financial bid as per annexure 4 shall not be submitted with technical bid)
5. The Duly filled in applicant details as per Annexure – 2
6. The duly filled in non-Performance/Litigation Format as per Annexure -5
7. Filled in check list as per Annexure – 6
8. *Envelope I which contains all the enclosures, as mentioned above, shall be sealed and super scribed as “Technical bid”*
9. The successful tenderer shall submit duly signed Agreement in Stamp paper as per Annexure-3 by the authorized authority after completion of bidding process or as intimated by TSREDCO.

The Financial bid in Envelope II:

As this tender is e-tender, empty financial bid shall be submitted in envelope II. However, the filled in financial bid as per the format provided in annexure 4 shall be scanned and uploaded through e-tender portal in respective field. The price shall be quoted in figures as well as in words. The price shall be quoted online, the same to be enclosed in *envelope II duly super scribed as “Financial bid”*. This envelope should be sealed and stamped.

Contents of Envelope III (main envelope)

The Envelop III shall be super scribed as “Tender No:**TSREDCO/EC/BEE AP/SEEROP/45(5)/2017-18, Dated.09.05.2018** Technical and Financial bid for “Preparation and Printing of brochures, booklets, posters for the promotion of Energy Conservation Programmes in the state of Telangana, supply of canopy tents and aluminium rollup banner stands, etc.,” and *shall contain sealed Envelopes I & II and the envelope III shall be sealed.*

Specific Instruction to Tenderers

1. Late submissions or incomplete tender shall be rejected
2. The tender without Earnest Money Deposit shall be rejected.
3. Each tenderer should submit only one (1) tender. Any tenderer, who submits or participates in more than one bid for the work would be disqualified.
4. The tenderer shall be responsible for all the costs associated with the preparation of its bid and its participation in the bidding process. TSREDCO, Hyderabad will not be responsible or in any way be liable for such costs, regardless of the conduct or outcome of the Proposal.

5. The tenderer should carry out the complete scope of work in its entirety

4. Tender Documents

The tender document shall be downloaded from the website “tender.telangana.gov.in/www.tsredco.telangana.gov.in” and has to submit as per e-procurement procedures. The rates quoted should be only in Indian currency. Tenders in any other currency are liable to rejection.

5. Tender Schedule

Details of tender schedule are as follows:

Tender Submission last date	17/05/2018 at 3:00 PM
Technical Bid Opening on	17/05/2018 at 4:00 PM
Financial Bid opening on	18/05/2018 at 11:30 AM

6. Earnest Money Deposit

- I. Every tenderer should send along with his tender, an earnest money as specified in the guidelines. The amount shall be paid through DD in favour of TSREDCO payable at Hyderabad. No interest shall be paid by TSREDCO on the amount of earnest money deposit deposition.
- II. Wholly owned Telangana Government organizations, on furnishing proof of such registration and also furnishing certificates from the concerned Head of the Organization about the soundness, capability and reliability to undertake similar assignments/ services/ contracts will be exempted from furnishing earnest money deposits in support of tenders submitted by them.
- III. The EMD Demand Drafts of the unsuccessful bidders will be reimbursed on the same day on financial bid opening.

7. Eligible Tenderers

Tenders are invited from Reputed Printers those who have undertaken the printing of Prestigious paper-back perfect bound books and possess the following printing and allied equipments:

- a) Pre-press Equipments: Sufficient DTP Terminals and designing/ Page-making facilities, high resolution scanners along with laser printing in B/W and colour Printer
- b) Arrangement of CTP unit for plate – Making
- c) Off-set Printing Machines:
 - i. One CPC Four colour machine in minimum size of 20”X 30” or above

- ii. Three single colour printing machine in size of 28”X40” or two single colour in size 28” X 40” with Perfecta printing or one web offset machine with suitable cut off size
- d) Binding Equipments:
 - i. Two automatic folding machine(printer having web offset machine are exempted)
 - ii. One perfect bound machine with four clamps or above
 - iii. One three knife trimmers or two automatic paper cutting machine
- e) The printer should be registered with PAN, GST etc. and have licensed to run the press (Photocopies of all relevant documents must be uploaded in the Technical Bids envelope).
- f) Minimum average Annual Turnover of INR 30 lakhs during last three consecutive Financial years up to 2016-17 for which a certificate from a registered Chartered Accountant certifying Annual Turnover of press shall be submitted
- g) A self-declaration that their organization has not been black listed during last five years by any Govt. Department as per Annexure 5.

8. Opening of Tender

The Technical bid will be opened on the day and time noted above, at TSREDCO, in the presence of such of those tenderer or their nominees who may be present at that time. The nominees shall bring authorization letters signed by the authorized signatories. If the opening day of the tender falls to be a holiday the tender shall be opened on the next working day at the same time and venue. After evaluation, the financial bids of only technically qualified tenderers will be opened.

9. Forfeiture of EMD

If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money if any, deposited by him will be forfeited to TSREDCO or such action taken against him as TSREDCO think fit.

10. Validity of Tender

The bidder shall specifically mention the period of validity of the Bid. The period validity shall not be less than 90 days as specified in the Last date of submission of Bids, and extendable, if required and sought by TSREDCO, Hyderabad, subjected to confirmation of Tenderer.

11. Time of completion

The work shall be completed within a period of 45 days from the date of execution of agreement. The time of completion shall not be changed unless the extension of period is ordered by agreement authority in writing on the request of contractor. TSREDCO reserves the right of extension of time or not after taking in to consideration of occurrence of event which lead to delay in completion of work.

12. Acceptance of Tenders

The final acceptance of the tenders rests entirely with the TSREDCO who do not bind themselves to accept the lowest or any tender. But the tenderer on their part should be prepared to carry out such portion of the assignment included in their tenders as may be allotted to them.

13. Security Deposit

- I. The successful tenderer shall, before signing the agreement and within the period specified in the letter of acceptance of the work order, deposit a sum equivalent to Ten percent (10%) of the value of the contract as security for the satisfactory fulfilment of the contract. The amount of security may be deposited by DD in favour of TSREDCO payable at Hyderabad. The period of security deposit shall be 60 days beyond the period of completion of all contractual obligations from the date of award of work. No interest shall be paid by TSREDCO on Security Deposit.
- II. If the successful tenderer fails to deposit the security and execute the agreement as stated above, the earnest money deposited by him will be forfeited to TSREDCO and contract arranged elsewhere at the defaulter's risk and any loss incurred by TSREDCO will be recovered from the defaulter who will, however, not be entitled to any gain accruing thereby.
- III. In cases where a successful tender, after having made partial completion of work fails to fulfil the contracts in full, all or any part of the work have to be completed by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to carry out the work and the loss, if any, caused to the TSREDCO shall thereby together with such sums as may be fixed by the TSREDCO towards damages be recovered from the defaulting tenderer. Even in cases where no alternate assignments are arranged for the work not completed, the security deposit of the defaulter shall be forfeited.
- IV. The EMD of the successful bidder/s shall be converted to Security Deposit at the time of Agreement.

14. Returning of Security Deposit

The security deposit shall, subject to the conditions specified herein, be returned to the contractor after the satisfactory completion of the contract, but in the event of any dispute arising between the TSREDCO and the contractor, the TSREDCO shall be entitled to deduct out of the deposits or the balance thereof, until such dispute is settled the amount of such damages, costs, charges and expenses as may be claimed. The same may also be deducted from any other sum which may be due at any time from TSREDCO to the contractor.

15. Acceptance of Communication of Assignment

Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful tenderer shall also execute an agreement for the due fulfilment of the contract within the period to be specified in the letter of acceptance. The contractor shall have to pay all stamp duty, lawyer's charges and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified will entail penalties.

16. Authenticity of Data

In the case of assignments, technical details collected by the successful tenderer should guarantee the authenticity of the data collected

17. Acceptance of Reports

TSREDCO reserves the right to accept/reject or to modify the draft/final versions of the materials. The tenderer shall comply to the direction of TSREDCO in this regard and shall complete the modification/suggestion within the time limit prescribed by TSREDCO.

18. Mode of Payments

- Payment of the project cost shall be paid by the TSREDCO directly to the successful bidder after supply of materials* as per work order and submission of all necessary required documents along with submission of invoice to TSREDCO Head Office.
- 100% payment will be made to the successful bidder by TSREDCO within 30 to 45 days on submission of all necessary and required documents.

** However the respective drafts shall be modified and resubmitted to TSREDCO office until it is finalised (the costs related to preparation & printing drafts, until finalization shall borne by successful tenderer)*

19. Subcontract/Outsourcing

The contractor shall not assign or make over the contract on the benefits or burdens thereof to any other person or body corporate. The contractor shall not under let or sublet to any person or persons or body corporate the execution of the contract or any part thereof without the consent in writing of the TSREDCO who shall have absolute power to refuse such consent or to rescind such consent (if given) at any time if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the contractor or the sub-contractor upon such decision.

20. Insolvency or Liquidation

In case the contractor becomes insolvent or goes into liquidation, or makes or propose to make an assignment for the benefit of his creditors or proposes any composition with his creditors for the settlement of his debts, carries on his business or the contract under inspection on behalf of or his creditors, or in case any receiving order or orders, for the administration of his estate are made against him or in case the contractor shall commit any act of insolvency or in case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to damages amounting to the whole of his security deposits, the contract shall, thereupon, after notice given by the TSREDCO to the contractor, be determined and the TSREDCO may complete the contract in such time and manner and by such persons as the TSREDCO shall think fit. But such determination of the contract shall be without any prejudice to any right or remedy of the TSREDCO against the contractor or his sureties in respect of any breach of contract therefore committed by the contractor. All expenses and damages caused to TSREDCO by any breach of contract by the contractor shall be paid by the contractor to TSREDCO, and may be recovered from him under the provisions of the Revenue Recovery Act in force in the State.

21. Events of default

Any of the following events shall constitute an event of default by contractor unless caused by force majeure event

1. Any delay occurring due to the negligence on the part of Contractor
2. Delay in time of completion
3. Non-compliance with the scope of work with due diligence.
4. The contractor fails to submit the security deposit within 10 days from the date of execution of agreement.
5. The contractor has failed to complete the assignment with in time of completion or

extended time of completion as given in writing by TSREDCO.

6. Contractor is in breach of any of its commitments under the agreement and has failed to cure breach within time period specified.
7. Contractor has repudiated the agreement otherwise expressed its intention not to be bound by the agreement.
8. The contractor has been ordered for wound up by the liquidation.

22. Termination due to Events of default

- I. Without prejudice to any other right or remedy which TSREDCO may have in respect thereof under this agreement, upon the occurrence of event of default by the contractor and the project is delayed more than 15 days, TSREDCO be entitled to terminate this agreement the hereinafter provided, under due intimation to the Contractor.
- II. If the TSREDCO decides to terminate this agreement, it shall in the first instance issue a preliminary notice to the contractor. Within 7 days of receipt of the preliminary notice, the contractor shall submit to the TSREDCO in sufficient detail, the manner in which it proposes to cure the underlying event of default. In case of non-submission of the contractor's proposal to rectify within the said period of 7 days, the TSREDCO shall be entitled to terminate the agreement by issuing the termination notice, and to appropriate the performance security deposit.

a) Termination Notice

If the TSREDCO desires to terminate this agreement, it shall issue termination notice setting out

- a) Insufficient detail the underlying event of default
- b) The termination date which shall be date occurring not earlier than the 7 days from the date of termination notice.
- c) Any other relevant information.

b) Obligation of the Contractor

Following issue of termination notice and cancellation of the agreement, the project facilities shall be transferred back to the TSREDCO free from any encumbrance.

c) Withdrawal of Termination Notice

Notwithstanding anything inconsistent contained in this agreement, if the contractor who has been served with the termination notice cures the underlying event of default to the satisfaction of the TSREDCO at any time before the termination occurs, the termination notice shall be withdrawn by the TSREDCO.

23. Governing Law & Jurisdiction

In case any difference or dispute arises in connection with the contract, all legal proceedings relating to the matter shall be instituted in the Courts at Hyderabad, Telangana.

24. Revision of Rates

No representation for enhancement of rates once accepted will be considered.

25. Disqualification

Any attempt on the part of the tenderer or their agents to influence TSREDCO in their favour by personal canvassing with the Officers concerned or in collusion with other contractors will disqualify the tenderer.

26. Acceptance of Penalty Clause

Tenderer should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in complying or failure to comply within the stipulated period.

27. Lump Sum Firm Price and Taxes & Duties

The prices quoted should clearly identify basic Lump-sum fixed price and details of all taxes, duties, cesses, etc., in percentage as well as actual amount which are or may become payable by the contractor under existing or future laws or rules of the country or origin/supply or delivery during the course of execution of the contract. The format for quoting the price shall be as per annexure 4.

28. Special conditions if any

Special conditions, if any, of the tenderer attached with the tenders will not be applicable to the contract unless they are expressly accepted in writing by the TSREDCO.

29. Force Majeure

The tenderer shall be entitled to excuse performance of their respective obligations to the extent they are unable to perform the tender by an event of Force Majeure. A tenderer claiming relief on this account shall immediately on becoming aware of Force Majeure event give notice to the TSREDCO disclosing the manner in and the period during which performance of its obligation is likely to be affected.

Force Majeure means Acts of God, wars or similar action affecting Telangana Civil Commotions or general strike (Excluding by its own employees) lying beyond the

reasonable control.

30. Resolving Dispute

In case of dispute between Contractor and TSREDCO, The Contractor has to give in writing within 7 days the causes for disputes. TSREDCO shall convene a meeting to resolve the dispute acceptable to both parties. In Such cases the decision of VC&MD - TSREDCO shall be binding on the contractor.

31. Evaluation of Tender

The tender will be evaluated separately for technical bid and financial bill. The technical bid will be evaluated first based on the eligibility of the tenderer and scope of work as attached in Annexure-1. The financial bid of only technically qualified bidders shall be opened. The tenderer who qualifies the technical bid and has quoted lowest financial bid shall be given the work.

Scope of Work:

Item 1 A: Preparation and Printing of Booklets (Both in English & Telugu), The quantity as per Annexure 4 (Financial Bid)

- Booklets (size: 5.5” X 8.5”) on Energy Conservation programmes and tips for
 - School Children – (Both in English & Telugu)
 - Domestic, Agriculture Tractors, Transport Industries and Standards & Labels Programme etc – (Both in English & Telugu)

Booklets (size: 5.5” X 8.5”) on TSREDCO programmes for promoting Energy Conservation in Telangana (Both in English & Telugu)

- **Colours:**
 - Cover Page: Multi colours

Paper: The following paper / Card will be used from printer's stock. Sample of papers may be enclosed with their quotation with full nomenclature:-

- Text pages : **90 GSM** Magna Print/Elegance/Solitaire smooth finished white paper
- Cover Page: **130 GSM with Glass Lamination**

Item1 B: Preparation and Printing of Posters. (Both in English & Telugu)The quantity as per Annexure 4 (Financial Bid)

- Size: 20” X 29”, Paper Size :**130 GSM** with Full sticker
- Size: 4” X 9”, Paper size: 90 relief with full sticker

Note: Paper samples corresponding to the above specifications will have to be got approved by TSREDCO before printing of final booklet

Item2: Supply of canopy tents

- Canopy tent of size 6 feet X 6 feet X 7 feet
- Background shall display TSREDCO logo or as decided by TSREDCO for further developments

Item3: Supply of Aluminium rollup banner stands

- Supply of Aluminium rollup banner stands of 3 X 6 feet size

Technical Bid

Details of Applicant

Name of Organization/firm (Attach copy Registration certificate)							
Experience in Design, Printing	(attach details)						
Annual Turnover for the last three financial years (Attach copy of Annual Report/ Audited Accounts/ Income Tax Returns)	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>2014-15</td> <td>2015-16</td> <td>2016-17</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	2014-15	2015-16	2016-17			
2014-15	2015-16	2016-17					
Relevant work experience	_____ Years						
Address Telephone/s (with STD code): Fax No. email ID URL (website /blog)							
Name of the owner and contact details							
Details of Resources/manpower owned by company. (Attach CV of those who will be associated with this work)							
Details of similar work carried out. if any (attach proof from client)							
PAN Number							
GST Registration number							

Agreement Format

(To be submitted in stamp paper worth Rs.200/-)

This Agreement is made and entered into at Hyderabad on this date. [REDACTED] between M/s Telangana State Renewable Energy Development Corporation Ltd., (TSREDCO) having its Registered Office at II floor, Visvesvaraya Bhavan, Institution of Engineers, Khairatabad, Hyderabad, Telangana, India – 500 004(hereinafter called as the TSREDCO) on First part which term shall mean and include its successors, legal representatives etc (herein after called TSREDCO) represented by its Vice-Chairman & Managing Director or any other authorized Officer of TSREDCO HO – Hyderabad.

AND

M/s.....
.....
.....

(Name and address of the tenderer). (herein after referred to as “the bounden”) of the other part.

Whereas the TSREDCO has invited tenders for Preparation and Printing of brochures, booklets, posters for the promotion of Energy Conservation Programmes in the state of Telangana, supply of canopy tents and aluminium rollup banner stands, etc., through “E-Procurement”.

WHEREAS the bounden has also deposited with the TSREDCO a sum of INR one lakh as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the TSREDCO

TSREDCO has approved M/s. _____ as successful Bidder for Preparation and Printing of brochures, booklets, posters for the promotion of Energy Conservation Programmes in the state of Telangana, supply of canopy tents and aluminium rollup banner stands, etc as per the configurations/specifications and Terms & Conditions specified in the tender no. **TSREDCO/EC/BEE AP/SEEROP/45(5)/2017-18, Dated.09.05.2018** & all Corrigendum’s of respective tender; against the different work orders being placed by **TSREDCO as per the requirement**

Whereas the tenderer has agreed to prepare and supply the items mentioned as per the specifications mentioned in the tender. Also tenderer accepts all the terms and conditions mentioned in the tender no.**TSREDCO/EC/BEE AP/SEEROP/45(5)/2017-18, Dated.09.05.2018.**

Scope of Work:

Item 1 A: Preparation and Printing of Booklets (Both in English & Telugu), the quantity as per Annexure 4 (Financial Bid)

- Booklets (size: 5.5" X 8.5") on Energy Conservation programmes and tips for
 - School Children – (Both in English & Telugu)
 - Domestic, Agriculture Tractors, Transport Industries and Standards & Labels Programme etc – (Both in English & Telugu)

Booklets (size: 5.5" X 8.5") on TSREDCO programmes for promoting Energy Conservation in Telangana (Both in English & Telugu)

- **Colours:**

- Cover Page: Multi colours

Paper: The following paper / Card will be used from printer's stock. Sample of papers may be enclosed with their quotation with full nomenclature:-

- Text pages : **90 GSM** Magna Print/Elegance/Solitaire smooth finished white paper
- Cover Page: **130 GSM with Glass Lamination**

Item1 B: Preparation and Printing of Posters. (Both in English & Telugu)The quantity as per Annexure 4 (Financial Bid)

- Size: 20" X 29", Paper Size :**130 GSM** with Full sticker
- Size: 4" X 9",Paper size: 90 relief with full sticker

Note: Paper samples corresponding to the above specifications will have to be got approved by TSREDCO before printing of final booklet

Item2: Supply of canopy tents

- Canopy tent of size 6 feet X 6 feet X 7 feet
- Background shall display TSREDCO logo or as decided by TSREDCO for further developments

Item3: Supply of Aluminium rollup banner stands

- Supply of Aluminium rollup banner stands of 3 X 6 feet size along with printing as per TSREDCO requirement

Project Duration

- The work shall be completed within a period of 45 days from the date of execution of agreement.

Payment terms:

- Payment of the project cost shall be paid by the TSREDCO directly to the successful bidder after supply of materials* as per work order and submission of all necessary required documents along with submission of invoice to TSREDCO Head Office.
- 100% payment will be made to the tenderer by TSREDCO within 30 to 45 days on submission of all necessary and required documents.

Signature :
(For& on behalf of TSREDCO)
Name :
Designation :
Seal of Office :

Signature :
(For & on behalf of Supplier Co.)
Name :
Designation :
Seal of Office :

WITNESS:I

Signature :
(For TSREDCO)
Name & Address:

Signature :
(For Supplier Company)
Name & Address:

WITNESS:II

Signature :
(For TSREDCO)
Name & Address:

Signature :
(For Supplier Company)
Name & Address:

Financial Bid Format

Sl. No	Name of the Unit		Qty in No's	Cost Per Unit	GST	TOTAL
1	Preparation of brochure, booklets, for the promotion of Energy Conservation programmes in Telangana State in English & Telugu.	Booklets (5.5" X 8.5") 16 Pages per booklet (including cover pages)	40,000 (Telugu 20,000 & English 20,000)			
2	Preparation of posters for the promotion of Energy Conservation programmes in Telangana State in English & Telugu.	Posters with full sticker (20"X29")	30,000 (Telugu 15,000 & English 15,000)			
		Posters with full sticker (4"X9")	40,000 (Telugu 20,000 & English 20,000)			
3	Supply of canopy tents	(6 X 6 X 7 feet size)	25			
4	Supply of aluminium rollup banner stands	(2 X 5) feet size	20			
TOTAL						

Declaration letter for non-performance/litigation (on Company letter head)

We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract. We are not black-listed by any Central / State Government / Public Sector Undertaking in India

Witness
Signature:

Tenderer
Signature:

Annexure 6**Check list of documents to be submitted along with the tender (both hard and soft copies)**

Sl.No.	Particulars	Complied	Page no/flag
1	Scanned copy of duly filled. Signed & Stamped of complete tender document to be uploaded in e procurement website except financials i.e., Annexure 4	YES/NO	
2	Demand draft towards requisite Earnest Money Deposit	YES/NO	
3	Demand draft towards tender document fee	YES/NO	
4	Covering letter duly signed and stamped by the tenderer (scanned copy to uploaded in e procurement)	YES/NO	
5	Copy of GST registration certificate	YES/NO	
6	Copy PAN card	YES/NO	
7	Copy of latest Income Tax Clearance returns submitted along with proof of receipt (Latest SARAL form).	YES/NO	
8	Annual financial statements certified by CA	YES/NO	
9	Experience Certificate (past work orders)	YES/NO	