

अंतर्राष्ट्रीय ऑटोमोटिव प्रौद्योगिकी केंद्र
International Centre for Automotive Technology (ICAT)

Division of National Automotive Board (NAB), Ministry of Heavy Industries
 Govt. of India. Plot No.-26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana (India)

eNotice Inviting Tender (NIT)

ICAT-T-FTL-Equipment Management Tool-2024-25-34

Manesar, 04th June, 2024

The Director, International Centre for Automotive Technology (ICAT), a division of National Automotive Board (NAB), Govt. of India, hereby invites techno-commercial bid for “**Procurement of Equipment Management Tool for Instrument Inventory Records in Fatigue Lab.**” at ICAT Centre – I, Manesar (Haryana)" as per following details:

Tender Activity Schedule:-

Job Description	Procurement of Equipment Management Tool for Instrument Inventory Records in Fatigue Lab. at ICAT Centre – I, Manesar (Haryana)"
Quantity	1 No.
Scope of Work/Services	Equipment Management Tool as Per Annexure “B”
Eligibility Criteria	<p>Minimum Eligibility Criteria: The bidder whose bid meet the following eligibility criteria would only be considered.</p> <ul style="list-style-type: none"> • Legal Valid Entity: The Bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company/ agency (enclose a copy of registration / incorporation certificate with technical bid). • Bidder must have PAN and GST (enclose a copy of PAN and GST with technical bid) • The bidder should have a minimum experience of 3 years in providing similar tools for Equipment/Job management. • Bidder Shall have executed at least 2 purchase order w.r.t. similar tools for Equipment/Job management. (Bidder must attached signed copy of 2 purchase orders) • If the bidder fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily • Bidder should meet the technical requirement for Equipment management tool as specified in Annexure “B” of tender document. • Rest as per Annexure “A”
Payment Terms	100% Payment after Installation & Commissioning of software and submission of Invoice.
Delivery/Completion Period	90 Days from the date of Issuance PO.

Liquidity Damages	The work/service should be completed strictly as per time limits specified in the work contract/agreement, failure to complete the work/service within the stipulated time will make you liable to an unconditional penalty of ½% (Half Percent) of the value of work per week subjected to a maximum of 10% (Ten Percent) of the work contract.
Bid Validity	3 Months from end date of bid submission
Delivery/Completion Terms	For Up to ICAT Site-1
Warranty Period	NA
Project/Service Site	International Centre For Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, Near HSIIDC, IMT Manesar, Gurgaon 122050 GST No. 06AABAN9435G2ZI
Billing Address	International Centre For Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, Near HSIIDC, IMT Manesar, Gurgaon 122050 GST No. 06AABAN9435G2ZI
The Last Date of receipt of queries (if any)	Up to 1700 Hrs. on 18 th June, 2024 (via e-mail or hard copy)
Pre-Bid Meeting	1500 Hrs on 20 th June, 2024 at ICAT Manesar Gurgaon, India. Venue: ICAT Centre -1, Manesar, Gurugram, India
Last Date of submission of Sealed Techno-Commercial Bid	Up to 1700 Hrs. on 28th June’ 2024, at ICAT Centre – 1, Manesar, Gurgaon, India.
<p>❖ Bidder must comply to the provisions of:</p> <ul style="list-style-type: none"> ➤ Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23rd July 2020 and as revised from time to time. https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf) ➤ Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020 and as revised from time to time. (https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf) 	
<p>Sealed Techno-Commercial Envelope should be marked with “Procurement of Equipment Management Tool for Instrument Inventory Records in Fatigue Lab” at ICAT Centre-I & II, Manesar (Haryana).</p> <p>Interested suppliers/service providers who meet our requirements should submit no regret techno commercial proposal along with product catalogue in a sealed envelope latest 28th June 2024 by 17:00 Hrs. at below given address</p> <p>To, The Purchase Department, International Centre For Automotive Technology Plot N. 26, Sector-3, HSIIDC, IMT Manesar Gurgaon 122050 (Haryana) Contact No. +91 9582360110</p> <p>Note: ICAT reserves the right to reject/modify/cancel the tender without assigning any reason thereof.</p>	

Annexure A

Proposal Invited for “Procurement of Equipment Management Tool for Instrument Inventory Records in Fatigue Lab” at ICAT Centre – I, Manesar (Haryana)

1. Instruction for Submission of Bids.

- Bidder need to drop their sealed bid in the Tender Box which is placed at ICAT Reception Office, subsequent to the entry by reception office/Gate Entry by the security supervisor in the Tender Register.
- Bid shall be properly sealed, Tender Reference No, Description of Tender must be mentioned on the top of the outer envelope. Bidders must mention their Company Name and their complete contact details along with mobile number.
- Bid need to be submitted on or before 1700 hours of the last date of bid submission i.e. **28th June, 2024**.
- If it is found that bid is not properly sealed or followed the above instruction then bids will not be accepted.

2. Minimum Eligibility Criteria:

Any bid failing to meet the below eligibility criteria shall be summarily rejected and will not be considered for Technical Evaluation:

- **Legal Valid Entity:** The Bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company/ agency (**enclose a copy of registration / incorporation certificate with technical bid**).
- Bidder must have PAN & GST (**enclose a copy of PAN & GST with technical bid**)
- Bidder should meet the technical requirement for Equipment management tool as specified in Annexure “B” of tender document.
- The bidder should have a minimum experience of 3 years in **providing similar tools for Equipment/Job management.**
- The bidder shall have executed at least 2 projects w.r.t **similar tools for Equipment/Job management. (Bidder must attached signed copy of 2 purchase orders)**
- The bidder’s should have an average annual turnover of INR 10 Lakhs in last three consecutive financial years (FY 2020-21, 2021-22 & 2022-23).
- The Products quoted should be up to date as on bid submission date. If in case the support for the product quoted has been stopped/withdrawn till time of delivery of equipment, the same will be changed with the superior product at no extra cost.
- **Sub- Contract is not allowed.**
- Bidder should not have been blacklisted/de-registered/debarred by any Departments/Ministries of the Govt. of India or of any State Government, PSU or Any Reputed Private Organization/Institution in India during the last 5 Years (**enclose declaration to this effect with the technical bid as per format given in Form D**).
- Along with the bid documents, please submit a technical specification/product catalogue (as applicable) for evaluation purposes. The acceptance means that you agree to provide the products as per our specification.
- If the bidder fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily.
- Bidder must submit stamped and signed copy (each page) of this document (NIT) for acceptance of terms and conditions and submit along with the technical bid.
- **Bidder must comply to the provisions of:**
 - Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23rd July 2020 and as revised from time to time.
<https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf>)
 - Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020 and as revised from time to time.
<https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf>)
 - Department of Electronics and Information Technology vide F. No. 1(10)/2017-CLES dated 6th December 2019 and as revised from time to time
[https://www.meity.gov.in/writereaddata/files/Public_Procurement_\(Preference_to_make_in_India\)_order_2019_for_Cyber_Security_Products.pdf](https://www.meity.gov.in/writereaddata/files/Public_Procurement_(Preference_to_make_in_India)_order_2019_for_Cyber_Security_Products.pdf)

3. Bid Evaluation Criteria

- Bidder shall comply the Minimum Eligibility Criteria mentioned in “Annexure A”.
- Bidders only qualified in the Minimum Eligibility Criteria are eligible for Technical Bid Evaluation.

Technical Bid Evaluation Parameters

- ICAT shall follow **segregated** bid submission evaluation system. The minimum pass mark in technical bid shall be **85 Points (85%)** out of **100 Points** however bidders must score full marks in Technical Capability criteria. Bidders, who gets cut-off marks, will be qualified for next part of evaluation i.e. financial part.
- The Technical Bids shall be awarded points based on the following evaluation criteria:

Item	Detail Description	Parameter Weight
<u>Technical Capability</u>	Compliance to Technical Specifications as Specified in the “Annexure B” of the Bid Document	55
<u>Bidder’s Past Experience</u>	<u>Similar Nature of Work Executed</u> < 2 Order – 0 Marks = 2 Order (Minimum) – 10 marks > 2 up to 5 Orders – 12 marks More than 5 Orders - 15 marks	15
	<u>Experience (No. of years)</u> < 3 Years – 0 Marks = 3 years (min.) – 10 marks > 3 up to 5 years – 12 marks More than 5 years- 15 marks	15
<u>Financial Capability</u>	<u>Financial Capability (Avg. of last 3 years – FY 2020-21, 21-22 & 22-23)</u> < 10 Lakhs – 0 Marks = 10 Lakhs (Minimum) - 10 marks >10 Lakhs up to 20 Lakhs - 12 marks >20 Lakhs - 15 marks	15
Grand Total		100
Qualified (Yes/No)		

‘Similar Nature’ is defined as: - Supply & Installation of Equipment management tool and their associated maintenance support services for any Departments/Ministries of the Govt. of India or of any State Government, PSU or Any Reputed Private/Public Organization in India.

4. Technical Specification:

- **Scope of supply:** As per the attached Annexure-B.

5. ICAT Terms & Conditions

- Sealed techno commercial bids to be submitted with attached “Annexure- B & C” after duly filled & signed on Letter head
- This is required to sign each page of each part of this tender document for acceptance of terms and conditions and submit along with the bid.
- **Delivered/Completion Period:** 90 days from the date of release PO.
- **Service Support:** Online customer care support on system remote basis for atleast 3 to 4 months after complete installation for fixing any kind of bugs/issues during running.
- **Liquidity Damages/Penalty for Delay:** The work/service should be completed strictly as per time limits specified in the work contract/agreement, failure to complete the work/service within the stipulated time will make you liable to an unconditional penalty of ½% (Half Percent) of the value of work per week subjected to a maximum of 10% (Ten Percent) of the work contract.

- Interested bidders must quote for Installation of Equipment Management Tool compulsorily as per Annexure B, else their bid will not be considered for further processing and shall be liable for disqualification without further notice.
- **Payment Term:** 100% Payment after Installation & Commissioning of software and submission of Invoice.
- In the event of any dispute on this account, the decision of ICAT shall be final and binding on the Contractor.
- **Scope of work:** Supply & installation of Equipment Management Tool for Instrument Inventory Records.
- ICAT reserves the right to reject any or all the tenders in part of full without assigning any reason thereof.
- The comparison of the bids shall be on basis of total price (Inclusive of all taxes etc) quoted by the bidder. No comparison of individual item will be made the individual item charge is only for reference purpose of this office.
- **Billing:** All bills and accompanying documents should be raised and submitted in original as per the payment terms and should be accompanied by original copies of duly receipted/certified delivery challan/work progress or completion certificate, as applicable. No payment shall be released against any duplicate bills, work progress report or completion certificate or delivery challan. All applicable taxes such as GST, service tax, and works contract tax shall be mentioned separately in the invoice.
- **Proposal Validity Period:** Bids validity should be of at least 90 days from the last date of submission of Bids. Any Bid having validity lower than that specified above shall be rejected by ICAT as being nonresponsive. However, ICAT may request the Bidders to extend the Bid unconditionally beyond the Bid validity period up to an additional period of thirty (30) days without any modification and without giving any reason thereof. Conditional extension of bid validity shall not be accepted and ICAT reserves right to reject such bid/s and proceed with the bidding process with the remaining bidders.
- **Warranty Period:** NA.
- Delivery of the item shall be on official working days during 09:00AM to 04:00PM. The successful bidder shall schedule delivery dates after confirmation from the user department.
- All other applicable statutory taxes i.e. TDS will be deducted at source.
- **Qualification Criteria:** The bidder whose bid meets the technical specification given above would only be considered (As per conditions mentioned in Evaluation Criteria).
- **Delivery Terms:** For ICAT Site (Inclusive of Packing, Forwarding, Transportation and Unloading of Equipment at ICAT Project Site-1).
- **Work Location:** ICAT Centre-1 Manesar.
- The bidders are expected to carefully examine all the contents of the Tender Document including instructions, conditions, terms, specifications and take them fully into account before submitting their Bid. Failure to comply with the requirements as detailed in these documents shall be at the Bidder's own risk. Bids which are not responsive to the requirements of the Tender Document will be rejected.

International Centre for Automotive Technology (ICAT)

Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India

Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: purchase@icat.in,

Website www.icat.in

Annexure - “B”

Technical Specification “Procurement of Equipment Management Tool for Instrument Inventory Records in Fatigue Lab at ICAT Centre – I, Manesar (Haryana)

Scope of Work/Technical Details:

Asset & Job Management Tool

Project Focus	: Job & Asset Management
Section	: Testing Section
Hosting Server OS	: Windows 2010,2011
Supporting Applications	: MS Office (Word, Excel,pdf)

Hardware – To be provided by ICAT

Device name	- Desktop – 01 nos.
Processor	- 12th Gen Intel(R) Core(TM) i7-12700 2.10 GHz
Installed RAM	- 16.0 GB (15.7 GB usable)
System type	- 64-bit operating system, x64-based processor
Pen and touch	- No pen or touch input is available for this display
Edition	- Windows 11 Pro
Version	22H2

Scope of Work – Supplier Side.

1. Supplier should install the software completely in one of the hardware as mentioned above.
2. Complete installation and commissioning will be under supplier scope. No extra third party software like databases, middleware, application servers or operating system will be provided by ICAT. Every scope should be included in Final Quote only.
3. IT support should be provided by supplier for fixing any kind of issue during running for atleast 3 to 4 months.
4. The proper formats for report will be given before installation. The report should be downloaded in same format only.
5. The Licence cost should be one time.

Application Scope

The application will accept details related to Testing Job(s) and allow the user to register the Test details. At the same time application will display the required Instrument for the mentioned test. At the end of and given period the Utilisation Report can be generated.

Features

- View Online status of the Jobs and the Assets & Equipment Calibration(On search)
- Provide information about the Instruments required for Tests; which will make the Engineers' Job of Asset selection easier
- Allow Engineers to Make a request for the un-available Assets
- Maintain Information about each Instrument
- Maintain Job Register
- Maintain Asset Issue and Received Register
- Store Information after each stage
- Generation of Equipment List, Reports in ICAT prescribed format
- Store Information created or updated by each user concerned with the Job
- Generate Utilisation Reportfor Equipment, Resources as per ICAT format in Tabular and Graphical representation
- Generate Bar-Code for Each Instrument.
- Issue/ Return of instrument/sensor/test rig to be done via barcode / QR scanner which should be compatible with software.
- Maintain All information in one common storage area
- Allow only the Admin user to access all information and concerned mail id to be recorded in case of giving updated regarding utilization, breakdown and calibration status
- Restrict other user only to the documents created by them
- The given software should be compatible with the hardware as per details mentioned with tender.

Module Requirement

It should have five modules as mentioned below:

- 1) Clear **tracking of instruments/sensor/test rig and ensure its availability** – For Current and Future test planning.
- 2) For **Tracking current calibration status and triggers** if calibration gets due – checking status of equipments along with important documents which can be stored along with it.
- 3) **Allow engineer to make request** for un-available equipments
- 4) **Utilization data** of instruments/sensor/test rig on weekly, monthly, quarterly and annual basis and generation of report for same period as mentioned.
- 5) **Tracking of breakdown of instruments/sensor/test rig.**
- 6) **Project Module** – For tracking project along with Manpower and Mapower utilization.

Below data to be fed in Software before hand so that above tasks can be done:

- 2) Total no of Instruments, sensor and test rig to be uploaded in software. There should be provision of adding extra instruments, if added in future.

Maintain Asset Information

Asset Basic Details

- i. Instrument Name
- ii. Description
- iii. Make
- iv. Range, if any
- v. Specification (The actual Spec Papers will be scanned and stored for reference)
- vi. Calibration Certificate (The actual certificate will be scanned and stored as per calibration done – Provision of storage of document on yearly basis should be there.)
- vii. Use of the instrument
- viii. Manual (The actual Manual will be scanned and stored)
- ix. Barcode (This will be generated by the System)
- x. Quantity / Stock
- xi. Purchase Date
- xii. Purchase Order No.
- xiii. Invoice details

3) Employee details to be uploaded in software and there should be provision of adding or deleting employee name/details so that it can be maintained without any issue.

Maintain Employee Information

- i. Name
- ii. Department
- iii. Designation
- iv. Phone No.
- v. Mail id
- vi. Name of the Department head
- vii. Phone No.

Below mentioned are modules explained in details :

1. **Tracking of instruments/sensor/test rig** and ensure its availability –
 - a. **Issue of Instruments** – Issue number should be created for tracking . Items to be issued through **barcode scanner** and picked all required information
 - i. Issue Date
 - ii. Issuer Employee Name – Should fetch details from database as mentioned above
 - iii. Issue to Employee Name - Should fetch details from database as mentioned above
 - iv. Project name and details
 - v. Project Leader
 - vi. Instrument Name - Should fetch all details from database as mentioned above
 - vii. Quantity to be issued
 - viii. Reason for issuance

- ix. Expected Receipt Date
 - x. Condition of Instrument during handover
 - b. Return of Instruments-** Items to be returned through **barcode / QR scanner** and picked all required information.
 - i. Return Date
 - ii. Return by Employee Name – Should fetch details from database as mentioned above
 - iii. Return to Employee Name - Should fetch details from database as mentioned above
 - iv. Quantity returned
 - v. Condition of Instrument during return.
 - c. Return of Faulty / Breakdown Instruments** – Report & Document No. to be created against each damages in pdf & excel format so that it can be stored in both soft and hard copy.
 - i. Date
 - ii. Employee name
 - iii. Project Name
 - iv. Instrument Name - Should fetch details from database as mentioned above
 - v. Quantity
 - vi. Reason / Breakdown Explanation
 - vii. Project leader Signature (with date)
 - viii. Department head Signature (with date)
 - ix. Remarks
- 2) **Tracking Calibration** of Instruments and triggering: Reports in pdf & Excel to be self generated on quarterly basis for easy storage
- i. Serial No
 - ii. Equipment Details
 - iii. Make
 - iv. Model
 - v. Range/Size
 - vi. Least count
 - vii. Equipment ID
 - viii. Serial No on Equipment
 - ix. Calibration Done by
 - x. Calibration Certificate No
 - xi. Date Of Calibration – DD/MM/YYYY
 - xii. Calibration Valid Upto - DD/MM/YYYY
 - xiii. Intermediate Check (Yes/No)
 - xiv. Certificate Status
 - xv. Location of instrument
 - xvi. Remarks

- **Note – The Software should start triggering reports on mail to concerned person/departments of due calibration instruments on weekly basis for atleast 2 months before.**

4) **Allow engineer to make request** for un-available equipments :

a. Request / Demand for Instruments (Additional)

- Employee Name - Should fetch details from database as mentioned above
- Project Leader
- Project Details
- Project Po Value (INR)
- Instrument Name
- Instrument Detailed description
- Quantity
- Reason for Purchase
- Required From Date & Time
- Required To Date & Time

5) **Data Utilisation of Instrument/Sensor/Test rig** – Reports in pdf and excel format to be released on weekly, monthly, Quarterly and annual basis for easy tracking.

a. View Asset Utilisation

- Name of the test Equipment
- Equipment Status (Working/Not Working)
- Daily Work Hours = 20 hrs (Confirgrabale)
- Test Setup time (in Hrs:Mins)
- Test Running (in Hrs:Mins)
- Test Stop (**Condition A** in Hrs:Mins)
- Test Stop (**Condition B** in Hrs:Mins)
- Test Stop (**Condition C** in Hrs:Mins)
- Test Stop (**Condition D** in Hrs:Mins)
- Ideal Condition (in Hrs:Mins)
- Breakdown time (in Hrs:Mins)
- Total test time (in Hrs:Mins)

Note – The Software should start triggering utilization reports on mail to concerned person /departments on weekly basis for follow-ups

6) **Tracking of breakdown of instruments/sensor/test rig.**

a. Asset Breakdown Details

- Instrument Name
- Quantity
- Breakdown Reason
- Status (Fixed, In-process, Not Fixable)
- Location of instrument

- vi. Action taken or to be taken
 - vii. Proposed repair date
 - viii. Actual repair Date
 - ix. Repair Done by
 - x. Purchase details, if done outside – Documents to be scanned and uploaded in software.
 - xi. Checked by Signature
- **Note – After getting repaired, details should get updated in master list of instruments.**
 - **Note – The Software should start triggering breakdown reports on mail to concerned person /departments on weekly basis for follow-ups.**

7) Project Modules:

- i. Project Name
- ii. Project Details
- iii. Facility involved
- iv. Manpower involved
 1. Xyz
 2. Abc
 3. Mno etc....
- v. Test start date
- vi. Test End Date
- vii. Actual test Start Date
- viii. Actual Test end date
- ix. Reason for Delay, if any
- x. Project file status

Please Note:-

- In case of any query related with technical aspect, please be feel free to contact to the undersigned:

Contact Person: Mr. Shubham Saraswat – FTL Department

Contact No. : +91-7011008350 (Mobile)

Email ID: shubham.saraswat@icat.in

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Annexure – “C”

Financial Bid for “Procurement of Equipment Management Tool for Instrument Inventory Records in Fatigue Lab”. at ICAT Centre – I, Manesar (Haryana)

Financial Bid					
Sr. N.	Scope of Work	Qty	Units	Unit Price (INR)	Total Value (INR)
1	Equipment Management Tool for Instrument Inventory Records – Licence cost should be one time	1	No.		
Sub-Total Value (INR)					
GST%					
Total Value inclusive of Taxes (INR)					

Please Note:-

- In case of any query related with financial aspect, please be feel free to contact to the undersigned:

Contact Person: Mr. Naeem

Contact No: ++91-9582360110

Email Address: naeem@icat.in

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Form D

(Format of Undertaking, to be furnished on Company Letter Head with regard to Blacklisting/Non-Debarment, By Organization)

Undertaking Regarding Blacklisting/Non-Debrment

To,
Director ICAT,
International Centre for Automotive Technology
Plot No. 26, Sector – 3, Near HSIIDC Office
IMT Manesar, Gurgaon 122051 (Haryana – India)

We here by confirm and declare that we, M/s....., registered office atis not blacklisted/De-registered/debarred by any Departments/Ministries of the Govt. of India or of any State Government, PSU or Any Reputed Private Organization/Institution in India, for which we have executed/undertaken the works/services during the last 3 Years.

For.....

(Seal of Organization & Signature of Authorized Signatory)

Date:.....

Annexure-E

{Format for each of the Declarations to be typed on bidder's letter head separately and to be submitted in the tender document}

DECLARATION -1

(Declaration regarding Make in India)

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017 & P-45021/2/2017-PP (BE-II) dated 28.05.2018, we hereby certify that we M/s _____ (supplier name) are local supplier meeting the requirement of minimum local content (_____%) as defined in above orders against Tender/Enquiry No. _____

Details of location at which local value addition will be made is as follows:

(Signature of the bidder with seal/ rubber stamp)

DECLARATION-2

(Declaration regarding compliance of Rule 144 (xi) of GFR 2017)

“I/We have read the clause regarding restrictions on procurement/sub-contracting from an entity/natural person/agent/consortium/Joint venture having beneficial ownership in countries which share land border with India. I/We certify that neither we are not from such a country nor having any beneficial ownership from such a country. If I/We from such a country or having beneficial ownership, are registered with the competent authority. I/We hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”

Authorized Signatory

* We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules and would be a ground for immediate termination and further legal action in accordance with law.

Vendor Information Form (VIF)

1	Name of the Bidder	
2	Address of the Bidder	
3	Contact Details of the Bidder	
	Telephone No. With STD Code	
	Fax No.	
	Mobile No.	
	E-mail ID & Website, if any	
4	Nature of Business (Product/Services)	
5	Name of Proprietor/Partners/Directors of Firm/Agency	
6	Company Establishment Year	
7	Whether registered with NSIC/Startup/MSE/SSI (Please enclose relevant self-attested photocopy of Certificates)	
8	Bidder Bank Details (Please attached cancelled cheque) :	
	Name of Account Holder	
	Account Type (Current/Savings)	
	Complete A/c No.	
	Name of Bank	
	Name of the Branch with Complete Address	
	IFSC Code of the Branch	
	9 Digit MICR Code of the Branch	
9	Legal status of the bidder such as Company, partnership/proprietorship concern /JV etc	
10	GST Registration No.	
11	Permanent Income Tax Number (PAN) No.	
12	MSME Registration No. (if applicable)	