

## High Court of Jharkhand, Ranchi

### Tender Notice

Accts./.....34...

Dated..09/1/25

Bids for “Annual Housekeeping Contract for cleaning work at High Court of Jharkhand, Dhurwa, Ranchi premises, comprising Main Building of the High Court, having 03 floors containing Court rooms, Chambers of Hon’ble Judges, Chambers of the members of Registry, Judicial and non Judicial Sections, corridors, common areas as well as the surrounding areas including roads and parking areas.

Details of Tender are as follows:-

Tender Fee (Non Refundable)	Rs. 1,000/- (Rupees One Thousand) only by way of <b>Demand Draft</b> in favour of “Registrar General, High Court of Jharkhand” payable at Ranchi.
EMD (Refundable)	Rs 2,50,000/- (Rupees Two Lacs and Fifty Thousand) only by way of <b>Demand Draft</b> in favour of “Registrar General, High Court of Jharkhand” payable at Ranchi.
Security Deposit to be deposited by successful Bidder (Refundable)	successful Bidder will be asked to furnish security deposit of Rs. 5,00,000/- (Rupees Five Lacs) only which is refundable after the completion of the contract period. It is to be deposited by way of <b>Demand Draft</b> in favour of “Registrar General, High Court of Jharkhand” payable at Ranchi.
Date, Time & Venue of Pre-Bid Meeting	18.01.2025 & 20.01.2025 at 11.30 a.m. in the Chambers of Registrar (Establishment)
Last Date & Time for submitting Tender Application-Form alongwith documents and Fee.	27.01.2025 till 4.30 p.m.
Date & Time for opening Technical Bid	29.01.2025 at 11.30 a.m. in the Chambers of Registrar (Establishment)
Date & Time for opening Financial Bid	31.01.2025 at 11.30 a.m. in the Chambers of Registrar (Establishment)

## Terms & Condition of Tender

1. Sealed tenders in conformity with Notice Inviting Tender are invited from the service provider / Agency / Firm for providing Cleaning / Sanitation / Housekeeping Service within the premises of new building of High Court of Jharkhand situated at Dhurwa, Ranchi, which comprises of the Main Court Building, having 03 floors containing Court rooms, Chambers of Hon'ble Judges, Chambers of the members of Registry, Judicial and non Judicial Sections, corridors, common areas as well as the surrounding areas including roads and parking areas.
2. The tenders should be submitted in two sealed envelopes.
  - (A) The first sealed envelope should be super-scribed '**Technical Bid**' and should contain
    - I. Checklist of documents submitted (Annexure – I)
    - II. The Performa at Annexure – II duly filled in.
    - III. Agency profile including previous experience of manpower supply to Government / Semi Government / autonomous agencies.
    - IV. Acceptance of terms and conditions there under.
    - V. All other required documents as per the checklist.
  - (B) The second sealed envelope be super-scribed '**Financial Bid**' should contain only rates which are to be quoted on monthly basis (Annexure – III).
  - (C) Both the aforesaid sealed envelopes should be placed in an another sealed envelope and be super-scribed "**Tender for providing Cleaning /Sanitation/Housekeeping Services in the New Building of High Court of Jharkhand at Dhurwa, Ranchi**". This should be addressed to "**The Registrar (Establishment), High Court of Jharkhand, Ranchi**" and be sent by post or by hand so as to reach the offices of the undersigned on or before 27.01.2025 by 4.30 p.m.
3. Tenders received after the due date and time will be summarily rejected. Incomplete and conditional tenders shall not be entertained.
4. The High Court of Jharkhand will assess the ability of the agencies / tenderers to render the requisite services based on its past record, profile and on such other criteria as it may fix and only those found fit will be eligible for financial bid opening.
5. The successful bidder(s) is / are required to get necessary registration certificates e.g. EPF Registration, ESI Registration, Pan-Card and up-to date GST clearance along-with the bid documents, failing which the tender shall be declared as non-responsive and thus liable for rejection.
6. Submission of more than one tender paper by a single tenderer for a particular work will render the bid liable for rejection.

7. The bidders may assess about the nature and quantum of work and the manpower likely to be deployed before quoting their rate by making physical inspection of the **New Building of the High Court at Dhurwa, Ranchi.**
8. The bidder is required to provide cleaning and sanitation services in the Main Building of the High Court of Jharkhand, Dhurwa, Ranchi premises, comprising Main Building of the High Court, having 03 floors containing Court rooms, Chambers of Hon'ble Judges, Chambers of the members of Registry, Judicial and non Judicial Sections, corridors, common areas as well as the surrounding areas including roads and parking areas. The bidder is advised to visit and acquaint himself with the area and operational system. The costs of visiting shall be borne by the bidder. On submission of the tender document, it shall be deemed that the bidder has undertaken a visit to the New High Court Building, Dhurwa and is aware of the operational conditions prior to the submission of the tender documents.
9. The rates for different category of manpower that may be required for the proposed services shall not be less than the rates of minimum wages prescribed by the Government of Jharkhand from time to time under the relevant applicable laws.
10. The supervision charges, rate of wages, statutory dues and other allowances etc. under the labour law and other laws payable by the employer (the bidder) shall be the liability of the employer bidder and not of High Court of Jharkhand.
11. The bidders are required to quote their rates inclusive of all taxes, both in words and figures and put their signature; they should also sign on any overwriting or any correction made in the tendered rate. The rates filled in figure only and not in words shall be liable for rejection.

## 12. SCOPE OF WORK:

To provide **Cleaning / Sanitation / Housekeeping Service in the New Building of the High Court at Dhurwa, Ranchi**", during the period of contract, excluding Advocate Halls and Central lobby in Advocate Block I & II.

- a. The contractor shall ensure hygienic atmosphere and clean environment in the new Building of the High Court at Dhurwa, Ranchi.
- b. Cleaning of floor areas, vertical finishes (walls) Roof and False ceilings, Glass areas, doors and attached fixture, windows with attached fixtures and frames, Rolling shutters, railings, mirrors aluminum grills, pillars, slabs, cabinets, almirah with attached fixtures, etc. All the covered area including all rooms, corridors, stair-cases, associated bath-rooms and toilets of all the above mentioned Buildings on all floors and open area including roads, lawns, paved areas and terrace including overhead water tanks, if any. Sweeping to be done everywhere and wet mopping shall be done in respect of the entire constructed floor area, which shall also include the terrace.
- c. Sanitation of bathrooms and toilets including supply of necessary items like liquid soap, naphthalene balls, room fresheners, etc. to maintain hygienic atmosphere, required to be done thrice a day by keeping separate set cleaning Staff along with supervisors for each floors.

- d. Cleaning and maintenance of all the drains within the campus of New High Court Building at Dhurwa.
- e. Cleaning of dustbins and removal/disposal of collected garbage to an approved location, clearance of waste at designated places.
- f. Cleaning of all equipments available in the rooms including telephone sets and accessories, computers and accessories, furniture, signage boards, notice boards, switch boards, Air-conditioners, etc. with dusting or wet mopping or vacuum cleaning.
- g. Cleaning of drinking water coolers, water filters, etc.
- h. Cleaning of all miscellaneous equipments as available or being provided from time to time.
- i. Daily cleaning of waste paper basket/dust bin and such other containers.
- j. Moving of articles like tables, chairs, almirahs, display boards, etc. as and when such shifting is necessary.
- k. Cleaning and maintenance staff should be present in the premises of High Court Building at Dhurwa from 6 A.M. to 6 P.M.
- l. The Agency having latest machinery for cleaning and sanitation shall be given preference.
- m. Work to be done in the premises of High Court of Jharkhand in the following manner:-

Sl. No	Place	Details	Frequency
01.	Court Rooms, Chambers of Hon'ble Judges, Chambers of the Registry / Officers and Offices of the Court	Cleaning of Office Furniture, Curtains, Corners, Floors, Toilets, Washbasin, Mirrors etc.	Every day and as per requirement
02.	Corridors, Verandah and Stairs in each floors of the Court.	Cleaning of Walls and Floors.	Twice a day and as per requirement
03.	Toilets in each floors of the Court	Entire areas	Every hour
04.	Conference Room/ Common Room/ Dinning Area/ Judges Library etc.	Floors, Ceilings, Furniture, Appliances, Doors, Windows, Walls etc.	Every day and as per requirement
05.	Open areas inside and outside of the Building of the Court	Entire areas	Every day and as per requirement
06.	Parking Areas	Entire areas	Every day and as per requirement

- n. **Any other provisions as advised by the Employer may be incorporated in the agreement. The same shall also be binding on the contractor.**

(The High Court of Jharkhand may also include the items, if any other than prescribed above, in the Duty chart as per their requirement)

**13. PERIOD OF CONTRACT:**

The period of contract would be of two year, however, the High Court at its discretion on unsatisfactory performance of the agency may terminate the contract without any prior notice.

**14. NEGOTIATIONS/DISCUSSION WITH THE BIDDER:**

The High Court of Jharkhand after opening of the tender may decide to hold negotiations/discussions with such bidder(s) who, in the opinion of High Court of Jharkhand can perform the contract successfully. The date and venue for the same shall be communicated by the High Court of Jharkhand.

The bidder(s) shall depute his authorized and competent representative with a letter of authority to attend such meeting.

In case the bidder(s) fails to attend the meeting in the manner above said, it shall be deemed as failure on the part of the bidder.

**15. GENERAL CONDITIONS OF CONTRACT:**

It should be ensured that all cleaning material is supplied regularly as per the requirement. The quantum of such requirement shall be brought to the notice of the High Court of Jharkhand so that it can be verified and checked by the Court.

- (i). The manpower will have to be supplied by the agency within 10 days of award of contract.
- (ii). The agency shall disclose total no. of manpowers, category-wise, i.e., skilled, semi-skilled, unskilled which they will deploy.
- (iii). The High Court at its discretion may request the Agency to increase the manpower as per need.
- (iv). All services shall be performed by persons qualified and skilled in performing such services as per the eligibility criteria indicated for each category. All consumable, detergents, chemicals, like (Naphthalene ball, Room freshener, mosquito/insect repellent, liquid soap, glass & vinyl cleaners , phenyl etc.) equipments, machineries etc. shall be arranged by the bidder.
- (v). Cleaning should be completed in office cited premises (except common places) prior to office hours i.e. 10.00 AM so that work in office does not get interrupted in the middle for cleaning purpose.
- (vi). The persons supplied by the Agency should not have any Police records/criminal cases against them. The Agency should make adequate enquiries about the character and antecedents of the persons whom they are recommending. The character and antecedents of persons will be verified by the Service Provider before their deployment through local police, collecting proofs of residence, driving license, bank account details, previous work experience and recent photograph and a certification to this effect submitted to this office. The service provider will also

ensure that the personnel deployed are medically fit and will keep in record a certificate of their medical fitness. The Service Provider shall withdraw such employees who are not found suitable by the office for any reasons immediately on receipt of such a request.

- (vii). The service provider shall engage adequate persons as required by this office from time to time. The Deployment of personnel is to be on monthly basis. Thus deployment / arrangement of the personnel should be in such a manner that there shall be no violations of any leave Rules and weekly off days. The tenderer(s) will have to bear cost of providing personnel for this work load/ duty hours or weekly off. The said persons engaged by the service provider shall be the employee of the service provider and it shall be the duty of the service provider to pay their salary every month.
- (viii). The list of staff going to be deployed shall be made available to the High Court of Jharkhand and if any change is required on part of the Court, fresh list of staff shall be made available by the contractor after each and every change.
- (ix). There is no Master and Servant relationship between the employees of the service provider and this office and further that the said person of the service provider shall not have any claim for absorption in the High Court of Jharkhand.
- (x). The service provider's person shall not claim any benefit / compensation / absorption / regularization of services from / in the High Court of Jharkhand under the provision of Industrial Disputes Act., 1947 or Contract Labour (Regulation & Abolition) Act, 1970 or under any law made applicable to such persons. Undertaking from the persons to this effect shall be submitted by the service provider to High Court of Jharkhand.
- (xi). The service provider's personnel shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative / organizational matters as all are of confidential / secret nature.
- (xii). The service provider's personnel should be polite, cordial, positive and efficient, while handling the assigned work. The service provider shall be responsible for any act of indiscipline on the part of persons deployed by him. The agency shall be bound to prohibit and prevent any of their employees from being intoxicated while on duty, doing any act detrimental or prejudicial to the interest of the Court or doing any act or omission which shall amount to indiscipline. The decision of the Court upon any matter arising under the clause shall be final and binding on the agency.
- (xiii). Every employee so engaged by the contractor shall wear uniform and a badge wearing his/her name, while on duty. The said uniform and badge shall be provided by the contractor at his own cost.
- (xiv). That the persons engaged shall not be below the age of 18 years or above the age of 60 years and they shall not interfere with the duties of the employees of this office.

- (xv). The functional control over the personnel deployed by the Agency will rest with High Court of Jharkhand and the disciplinary administrative / Technical control will be with the Agency who in turn will be accountable to the High Court of Jharkhand.
- (xvi). The High Court of Jharkhand may require the service provider to dismiss or remove from the site of work, any person or persons, employed by the service provider, who may be incompetent or for his/ her/their misconduct and the service provider shall forthwith comply with such requirements without any explanation. The Service provider shall replace immediately any of its personnel, if they are unacceptable to this office because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from the High Court of Jharkhand.
- (xvii). The service provider has to provide Photo Identity Cards to the persons employed by him / her for carrying out the work. These cards are to be constantly displayed & if it's lost to be reported immediately.
- (xviii). The contractor shall ensure that the Sanitation/Housekeeping staff shall not take part in any staff union and association activities.
- (xix). The High Court of Jharkhand shall not be responsible for providing residential accommodation to any of the personnel of the contractor.
- (xx). The transportation, food, medical and other statutory requirements in respect of each personnel of the service provider shall be the responsibility of the service provider.
- (xxi). That the agency will be wholly and exclusively responsible for payment of wages to the persons engaged by it in compliance of all the statutory obligations under all related legislations as applicable to it from time to time including Minimum Wages Act, Employees Provident Fund, ESI Act etc. and this office shall not incur any liability for any expenditure whatsoever on the persons employed by the agency on account of any obligation. The agency will require to provide particulars of EPF, ESI of its employees engaged in this office. The Agency will comply all statutory provisions of law, rules and regulations of Act and keep this office informed about any amendment in the law from time to time.
- (xxii). The sanitation staff engaged by the contractor shall not accept any gratitude or reward in any shape.
- (xxiii). The payment will be released by the High Court of Jharkhand on quarterly basis subject to certificate given by the competent Officer of High Court of Jharkhand.
- (xxiv). Wage/remuneration paid to assessed deployed persons for the days of absence from duty shall be deducted from the contractual amount agreed by High Court of Jharkhand for such persons.

- (xxv). The service provider will provide the required personnel for a shorter period also, in case of any exigencies as per the requirement of this office.
- (xxvi). The service provider shall provide a substitute well in advance if there is any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the service provider.
- (xxvii). The service provider shall be contactable at all times and messages sent by phone / email / fax / special messenger from High Court of Jharkhand shall be acknowledged immediately on receipt on the same day. The Service Provider shall strictly observe the instructions issued by the High Court of Jharkhand in fulfillment of the contract from time to time.
- (xxviii). That the Service Provider on its part and through its own resources shall ensure that the goods, materials and equipments etc. are not damaged in the process of carrying out the services undertaken by it and shall be responsible for acts of commission and omission on the part of its staff and its employees etc. If the High Court suffers any loss or damage on account of negligence, default or theft on the part of the employees/agents of the agency, then the agency shall be liable to reimburse to the High Court of Jharkhand for the same. The agency shall keep the High Court of Jharkhand fully indemnified against any such loss or damage. Any accident/casualty occurred during the course of working to any staff engaged by the Agency, the responsibility will remain with the Agency. For any accident or casualty occurred during the course of working to any staff deployed by the Agency, the liability that will arise out of the accident will be borne by the Agency. The responsibility will remain with Agency and this office will in no way be responsible for it or any other clause mentioned above.
- (xxix). The Service Provider will maintain an attendance register in respect of the staff deployed by the agency on the basis of which wages/remuneration will be decided in respect of the staff at the approved rates. The service provider shall keep High Court of Jharkhand informed in this regard on a day to day basis.
- (xxx). The successful bidder will enter into an agreement with this office for supply of suitable and qualified / skilled manpower as per requirement of this office on these terms and conditions. The agreement will be valid till the period of contract unless altered or terminated in writing.
- (xxxi). The service provider shall not assign, transfer, pledge or sub contract the performance of services without the prior written consent of this office.
- (xxxii). That on the expiry of the agreement as mentioned above, the agency will withdraw all its personnel and clear their accounts by paying them all their legal dues. In case of any dispute on account of the termination of employment or non-employment by the personnel of the agency, it shall be the entire responsibility of the agency to pay and settle the same.



- (xxxiii). In the event, if any dispute arises touching any of the clauses of the agreement, the matter will be referred to the High Court of Jharkhand, whose decision shall be binding on both the parties.
- (xxxiv). Any liability arising out of any litigation (including those in consumer courts) due to any act of contractor's personnel shall be directly borne by the contractor including all expenses/fines.
- (xxxv). In the event of default being made in the payment of any money in respect of wages of any person deployed by the contractor for carrying out this contract and if a claim therefore is filed in the office of the Labour Authorities and proof thereof is furnished to the satisfaction of the Labour Authorities, the High Court of Jharkhand may, failing payment of the said money by the contractor, make payment of such claim on behalf of the contractor to the said Labour Authorities and any sums so paid shall be recoverable along with interest by the High Court from the contractor.
- (xxxvi). That if any amount is found payable by the bidders towards, wages, allowances and statutory dues in respect of personnel or any loss to this office property, the same shall be recovered from the agency including the right to terminate the agreement without notice.
- (xxxvii). If as a result of post payment audit any overpayment is detected in respect of any work done by the agency or alleged to have done by the agency under the tender, it shall be recovered by the High Court of Jharkhand from the contractor.
- (xxxviii). The contractor shall provide the copies of relevant records during the period of contract or otherwise even after the contract is over whenever required by the High Court of Jharkhand.
- (xxxix). The High Court of Jharkhand reserves the right to reject any or all the tenders without assigning any reason whatsoever and the decision of the management shall be final and binding on all the bidders.
- (xxxx). Any act on the part of the tenderer to influence anybody in the High Court of Jharkhand is liable to rejection of his tender.

## **16. Eligibility criteria**

- 1) the Bidder should have at least 03 years experience in similar nature of work of **Cleaning / Sanitation / Housekeeping Service** in Govt. organizations / Boards / PSUs etc.
- 2) Average annual financial turn over for similar nature of work in the last 03 financial year – Rs. 50.00 lacs (Rupees Fifty lacs).
- 3) Agency should have valid-

- i. GST Registration Certificate
  - ii. Valid Labour License
  - iii. EPF & ESI Registration Certificate
- 4) Agency must have owned following essential equipments:-
- i. Heavy duty Sweepers
  - ii. Scrubber Driers
  - iii. Pressure Cleaners
  - iv. Single Discs
  - v. Mops & Trolleys
  - vi. Mini Scrubber
  - vii. Vacuum Cleaners
  - viii. Sweepers
  - ix. Wheel Barrow
  - x. Tri Cycle
- 5) Agency must have its local establishment at Ranchi, Jharkhand.
- 6) Agency should not have been declared blacklisted by any of the State Govt. / State Govt. / PSU / Board or any institutions

#### **UNDERTAKING BY THE BIDDER**

This is to certify that I / we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of the Bidder / Tenderer with Seal

Name:

Designation:

Address:

Phone No.

(ANNEXURE-I)

**CHECKLIST OF DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID**

- i. Tender Fee
- ii. EMD
- iii. Tender Form for Technical Bid
- iv. Experience Certificate
- v. Financial Turnover Certificate
- vi. GST Registration Certificate
- vii. GST Clearance Certificate
- viii. Valid Labour License
- ix. EPF & ESI Registration Certificate
- x. Details of the Machines & Equipments owned by the Agency.
- xi. Details of the consumable articles to be used in cleaning and sanitation work.
- xii. Self Declaration- No Blacklisting

Signature of the Bidder / Tenderer

Full Name of the Bidder / Tenderer  
with Address, Date & Seal

## ANNEXURE - II

## PROFORMA FOR TECHNICAL BID

Sl. No.	Particulars	To be filled in by the Tenderer
01	Name of the Agency	
02	Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
03	Date of establishment of the agency	
04	Whether registered with and holding license from all concerned Government Authorities including registration under Contract Labour (Regulation & Abolition) act 1970.(Copies of all certificates of registration to be enclosed.) if not then an undertaking to get registered.	
05	Labour License Number (copy to be enclosed) if not then an undertaking to get the number.	
06	GST Registration Number (copy to be enclosed) if not then an undertaking to get the number.	
07	EPF Registration Number (copy to be enclosed) if not then an undertaking to get the number.	
08	ESI Registration Number (copy to be enclosed) if not then an undertaking to get the number.	
09	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner / partners anywhere in India. (If no, a certificate is to attached in this regard.)	
10	Length of experience in the field	
11	Experience in dealing with Govt. Departments (Indicate the names of the Departments and years of dealing with those Departments and attach copies of contracts orders placed on the agency.)	
12	List of other clients	
13	Whether a copy of the terms and conditions, duly	

	signed, in token of acceptance of the same, is attached.	
14	Financial Turn Over of the preceding 03 Financial year	

**Past Experience in the field (Please enclose testimonials on the above)**

Sl. No.	Period of Contract		Name of the Organization	Type of Contract	Value of contract (In Rupees & in lacs)	Certificated Armed No.
	From	To				
01.						
02.						
03.						

Annual turnover, if any, during the last three years (Enclose copies of the last three years Audited Financial Statements)

Year	2021-2022	2022-2023	2023-2024
Turnover (In Rupees & in lacs)			

Names of references, if any, and their addresses:

- (a) \_\_\_\_\_  
 \_\_\_\_\_
- (b) \_\_\_\_\_  
 \_\_\_\_\_

List of organizations / persons to whom **Cleaning / Sanitation / Housekeeping Service** are presently being rendered, along with certificate proofs.

Sl. No.	Period of Contract		Name of the Organization	Type of Contract	Value of contract (In Rupees & in lacs)	Name & Addresses of the Contract Person with Mobile No.
	From	To				
01.						
02.						
03.						

**Declaration by the Bidder**

This is to certify that I / We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself / ourselves abide by them.

(Signature of the Bidder / Tenderer)

Name and Address (with seal)

## ANNEXURE – III

## FINANCIAL BID

## (Cleaning / Sanitation / Housekeeping Service)

Details of Area to be cleaned.

Sl. No.	Details of the Area	Monthly amount in Rupees (in words & figures)	No. of manpower likely to be deployed
01	High Court of Jharkhand, Dhurwa, Ranchi premises, comprising of the Main Building of the Court, having 03 floors containing Court rooms, Chambers of Hon'ble Judges, Chambers of the members of Registry, Judicial and non Judicial Sections, corridors, common areas as well as the surrounding areas including roads and parking areas.		

Certified that the above quoted rate complies with minimum wages act and all the statutory provisions & rules as applicable. The above rate is inclusive of Service tax or any other tax payable to Government.

Name of the firm

Signature & Seal of the Bidder / Tenderer

LETTER FOR SUBMISSION OF TENDER

To,

The Registrar (Establishment),  
High Court of Jharkhand,  
Ranchi.

Sir,

Having examined the tender document relating to the works comprising of the Tender Notice, Conditions of Contract, Specifications, Schedule of Quantities etc., and having understood the provisions and requirements relating to the works, having conducted a thorough study of the job, location of site, climatic conditions, transportation and communication facilities, availability and accessibility of materials, and all other factors governing the words, I/We hereby submit our offer for the execution of the proposed work in accordance with the terms and conditions and within the time period specified in the tender documents, at the rates quoted by me / us in the accompanying Schedule of Quantities.

I / We undertake to do all extra works which may be assigned to us as a part of this contract, at the rates quoted in the tender documents.

If I / we fail to commence the execution of the works within the stipulated time, after the tender document is accepted, I / we agree that High Court of Jharkhand, Ranchi shall have full authority to terminate the contract.

I / We further confirm that –

1. That the statements made in the tender document is true and correct.
2. I / We have sufficient qualified manpower and necessary material and equipments to execute the project efficiently.
3. The quoted rates shall be valid up to the contract period.
4. I / We further confirm that the entire tender document have been read, understood, and signed and there is no deviation / discrepancy except that especially mentioned in deviation sheet enclosed with the tender.

Name of firm

Signature & Seal of the Bidder / Tenderer