

**THE BISRA STONE LIME COMPANY LIMITED
(A Govt. of India Enterprise)**

TENDER DOCUMENT

FOR

HIRING OF ONE NUMBER A.C SCORPIO (COMMERCIAL TYPE)

FOR

BSLC MINES, BIRMITRAPUR

Name of the Tenderer: _____

Address of the Tenderer: _____

Signature of the Issuing Officer

Money Receipt No.

Dated:

Price of the Tender Documents Rs.590.00 (Rupees Five Hundred ninety Only)

THE BISRA STONE LIME COMPANY LIMITED
(A Govt. of India Enterprise)

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P.O.BIRMITRAPUR, DISTT: SUNDARGARH, ODISHA

REGD. OFFICE: Plot no. 255, Prestine Green, Pokhoriput, Bhubneswar -
751020, Odisha.

CHAPTER-I

TENDER NOTICE

TENDER NOTICE NO: BSLC/PERS/HB/25-26/Job.No.10 DATED: 04/12/2025.

1. Sealed Tenders in prescribed format are invited from Agencies having experienced and financially sound parties for engagement of 01 no A.C Scorpio (commercial Type) for a period of three years with a provision for extension up to 01 year twice.

2. General Description of Scope of Work:

The Agency shall engage the AC. Scorpio (Commercial Type) for local duties at the Mines as well as for other duties outside Birmitrapur town.

3. Price Bid:-

- i. Bidders are requested to quote their price for engage of A.C Scorpio (Commercial Type)for local duties at the Mines as well as for other duties outside Birmitrapur town for 3(three) years jobs in the format given in Annexure-I i.e. price bid (part-II)

4. **Tender Submission:-** A non- transferable tender documents can be obtained from the following addresses on payment of Rs.590/-[Rupees five hundred Ninety only] in cash on any working day on or before 03.30 P.M. from 05/12/2025 to 18/12/2025 during Office hours and can be also downloaded from the website **www.birdgroup.co.in**

[a] The Manager (Finance), The Bisra Stone Lime Company Limited, Birmitrapur, Dist: Sundargarh, Odisha .

The downloaded Tender documents should be submitted along with a Demand Draft of Rs.590/- (Rupees five hundred ninety only) in favour of "The Bisra Stone Lime Company Limited" payable at Birmitrapur towards cost of the same. In case of downloaded tender, the bidder has to submit an undertaking on the company's letter head that no amendment have been made in the tender document downloaded from company's website, at the time of submission of the tender document. In case of non submission of cost of tender document, the tender shall be liable for rejection.

4.1. Tenders in the prescribed format complete in all respects accompanied with earnest money of Rs.5,000/-[Rupees Five thousand only] in the form of Bank draft/Pay order drawn on any Scheduled Bank in favour of "The Bisra Stone Lime Company Limited", payable at Birmitrapur should reach or

dropped in the tender box laying in Conference Hall of the Company on or before -19/12/2025 at 03:30 PM

4.2. The Tender document shall be submitted in two parts i.e. Part-I Techno Commercial Bid and Part-II Price Bid in separate sealed envelopes. Both Techno-commercial bid and Price bid shall be sealed in separate envelopes with complete tender details superscribed on both the envelopes and clearly identifying the techno-commercial bid and price-bid on the respective envelopes. Both the bid shall be kept in another sealed envelope superscribing the Tender No. and date.

4.3. a) The Part-I, Techno Commercial Bid shall be opened in the presence of the bidders or their accredited representative at 4.00P.M on 19/12/2025 in the Conference Hall of the Company.

b) Part -II i.e. Price Bid of the agencies , whose Techno Commercial bid are found acceptable , shall be opened on a fixed date & time, which will be intimated to the bidders separately after opening and finalization of technical bids. In this respect, the decision of the company shall be final and binding on the tenderers.

4.4. The company shall not be liable for any delay in submission of the tender documents due to postal delay and no extension of date for tender submission / tender opening shall be given for this reason.

5. The company reserves the right not to accept the lowest offer. The company also reserves the right to cancel the tender and in such an event no claim of any tenderer for such a decision by the company shall be entertained.

6. The validity of the offer shall be for 120 days from the date of opening of the Techno commercial bid.

7. Interested Parties are advised to visit the site and familiarize themselves with the site conditions, concerned areas and go through the attached terms & condition of the tender document before submission of tender documents.

8. Bidders are required to give an undertaking that they will abide by all the terms & conditions of the tender document as per format given in annexure - II.

9. The expected date of commencement of work will be within 15 days from the date of issue of L.O.I/Agreement/Work Order.

10. The contract period will be for 3 Years with provision for extension up to another 01 year twice.

THE BISRA STONE LIME COMPANY LTD.

sd/-Sr. General Manager

CHAPTER-II

1. SCOPE OF WORK

1. The tenderer has to engage one number of A.C Scorpio (commercial type) & he should be the owner of the said vehicle.
2. The Vehicle will be used for local duties at the Mines as well as for other duties outside Birmitrapur town.
3. The Vehicle shall be made available for all the days during the calendar month and 16 hours per day i.e from 6 A.M. to 10 P.M. However, one day shall be allowed for maintenance in a month, if required with the prior permission of controlling officer. Hire charges shall be deducted proportionately for the maintenance day.
4. Offer should be quoted for fixed hire charges in respect of one calendar month. In case the vehicle is not used for part of the month (i.e not for the full month) the agency shall be paid for the number of days for which the vehicle was used. The daily rate shall be calculated by dividing monthly amount by the number of calendar days in that month.
5. The agency should give a written undertaking in the quotation it self that the Vehicle shall be made available on all days in tip-top condition.
6. The vehicle should not be older 2019 as on the date of opening of the techno commercial bid.
7. The agency should have valid Registration certificate, up-to-date Road tax payment, Insurance Certificate, etc in respect of the vehicle. The driver should have valid driving license. The offers will be considered normally on lowest rate basis. But, the Management also reserves the right to accept the higher offer. The management also reserves the right to cancel the part or whole of the Tender without assigning any reasons there off.
8. The contract can be closed by either party by giving 45 days notice without assigning any reasons what so ever.
9. The agency shall submit the filled in tender form along with A/c. payee Bankers Cheque or D.D for Rs. 5,000/- (Rupees Five thousand) only in favour of "The Bisra Stone Lime co. Ltd." payable at SBI, Birmitrapur Branch, as earnest money deposit which shall be refundable after the successful completion of the contract. No interest shall be paid on the earnest money so deposited.
10. The rate quoted by the agency shall be fixed during the contractual period and no escalation in any form shall be allowed. The contract period shall be of 3 (Three) years and subject to extension for 1 (one) year twice at the discretion of the management.
11. In case of break down of the vehicle, non availability of the vehicle or refusal of the driver to run the vehicle beyond stipulated hours of duty alternate arrangement will have to be made by you within one hour failing which alternate arrangement will be made by BSLC and the cost of hire at market rate will be recovered from your bills.

12. HSD shall be issued at the rate of 1 Liter for 12 kms. of running. The issue of HSD will be made by our Stores department on production of log book and duly authorized requisition slip by concerned user. No payment/reimbursement of HSD will be made thereafter. Lubricant is to be provided by the agency at their own cost and arrangement.
13. No night halt charges will be given.
14. O.T will be reimbursed @ Rs 25 per hour beyond 16 hours.
15. Repair and maintenance shall be to the account of the tenderer.
16. Sufficient number of drivers must be provided for doing the duty.
17. Tenders submitted in any other form are likely to be rejected and EMD will be forfeited.
18. No claim for escalation will be entertained during the period of contract.
19. The tenderer will abide by all statutory requirements and responsible for compliance of all statutory requirements for the employees engaged by him/her.
20. The tenderer should abide by all the laws of land applicable to such type of contract. The tenderer will ensure compliance of all statutory requirements
21. With regard to the execution of the work the agency will abide by the direction of the controlling officers of respective vehicles of BSLC or their authorized representatives.
22. The Agency will be responsible for payment of compensation to its employees or others caused due to any accident/ incident/litigation by its employees/equipments/vehicles and the same shall be reported to Business Head immediately. Compensation owing to an accident/litigation occasioned during or in connection with the above work shall be to the account of the tenderer and the company reserves the right to recover the same by way of deduction from the bills/security deposit.
23. The tenderer shall ensure timely filing of returns and payment of statutory dues, failing which the entire amount shall be recovered from the bills/security deposit along with the expenses, interest & penalties incurred in this regard.
24. The rate to be quoted by the tenderer shall be exclusive of GST. The GST shall be reimbursed extra as per eligibility at applicable rates. The tenderer shall make arrangement for payment of GST.
25. The Management reserves the right to make addition and alteration in the terms and conditions as stated herein at the time of signing the agreement, if necessary.
26. The work order is to be accepted by the tenderer within 3 days of communication of the same.
27. The tenderer will commence and complete the work as stipulated in the tender document
28. The job can not be sublet in part or in whole without the written consent of the Business Head of BSLC, Birmitrapur.
29. The tenderer shall be responsible for any adverse remarks made by the regulatory authority and comply the adverse remarks raised by regulatory authority.

30. In case the tenderer declines to take up the work, BSLC reserves the right to terminate the contract and forfeit the earnest money/security deposit of the contractors in such eventually, the tenderer have no claim for the cost he/they might have incurred for taking the work and the cost of the work he/they have done by that time and the work may be rescinded.
31. The tenderer shall be responsible for obtaining all types of clearance from the statutory authority.
32. The instructions will be the integral part of the tender document.
33. The period of contract shall be initially for three years from the date of awarding the job and can be extended for further period 1(one) year twice on satisfactory performance and on absolute discretion of management.
34. The tenderer will submit running bills in the office of Business Head, BSLC, Birmitrapur in triplicate. The work done shall be verified and certified and approve Sr. Manager (P) at the same. Deductions as per terms of work order or statutory requirements shall be made. Payment shall be made as per payment schedule within 30 days of submission of bills. Any variation in rates, imposition of new taxes, levies, duties, etc after the date of awarding the work order shall be payable by the agency.
35. Income Tax and other taxes including surcharge and cess as applicable shall be deducted at source at the rate prescribed in the Income Tax act and/or other Act from the gross value of each bill.
36. Both the parties have right to exit from this contract /agreement by serving notice in writing of at least 45 days. However they will continue to be liable for such delay during the contract period.
37. In the event of failure to fulfill the contract terms for execution of work as per letter of intent/contract, the company reserves the right to make the contractual obligations carried out by alternative arrangement and the company shall recover from the tenderer any additional cost involved therein.
38. In the event of strike or lock-out or any sort of obstruction of work by statutory action or any cause of whatever nature or description beyond the control of the company by nature of Force major no compensation shall be entertained by the company for the idle days and days and hour of plant and equipments and manpower engaged by the tenderer.
39. Any dispute of difference under or arising out of or in respect of the agreement/work order shall be referred to the Managing Director of the BSLC Ltd., Pristine Greens, Plot No.255, Pokhariput, Bhubaneswar-751020 as sole arbitrator and the decision of the sole arbitrator or his authorized representative on the matter in dispute shall be final and binding on the tenderer and the company. The arbitration shall be carried out as per Arbitration Act.1996 and Rules made there under as amended from time to time.
40. No modification and alteration of the contract/agreement is allowed during the contract period. However difficulties is experienced if any,

in implementing / execution of the contract, the same can be altered / modified with the approval of the CMD, BSLC.

2. CONTRACT PERIOD :

1. The period of work shall be for 03(three) years from the date of issue of Work Order. The contract period shall be extended for 1 (one) year twice at the discretion of the management.

3. EARNEST MONEY DEPOSIT:

Each Tenderer must be accompanied with the non interest bearing pre-bid Earnest Money Deposit (as prescribed) of Rs.5,000/- (Rupees Five thousand only) in shape of Bank draft/Pay order drawn on any Schedule/Nationalized Bank in favour of "The Bisra Stone Lime Co. Ltd." payable at Birmitrapur. Name of the remitter shall be mentioned in the DD/PO. Tender without prescribed earnest money shall be rejected. The earnest money of the successful bidder shall be converted into security deposit which bears no interest.

Note: - Earnest money of the unsuccessful bidder will be refunded after award of the contract.

4. ELIGIBILITY CONDITION:

In order to qualify in the techno commercial bid of the tender, the tenderer must produce the following documentary evidence along with the techno-commercial bid.

- a) The tenderer has to engage one number of A.C Scorpio (Commercial type) & must be owner of that vehicle otherwise the tender shall be disqualified.
- b) The Scorpio should have valid Registration certificate, up-to-date Road tax payment, Insurance Certificate, etc in respect of the vehicles.
- c) The AC Scorpio (Commercial type) should not be older than 2019 model.
- d) Payment of cost of Tender document i.e. Rs.590/- (Rupees five hundred Ninety) only including GST @ 18%
- e) Crossed Demand Draft of Rs.5, 000/-(Rupees Five thousand) only in favour of The Bisra Stone Lime Company Ltd, Birmitrapur towards Earnest Money Deposit. Non submission of the EMD will be disqualified & liable to be rejected.
- vi) Agency should submit copy of Pan Card;

viii) An under taking, in company /firm's letter head is required regarding that the party is not debarred/blacklisted by any PSU and BSLC at any point of time.

ix) A declaration to be submitted that the bidder has carefully read all terms and conditions of the tender document and he is fully satisfied and accepted all terms and condition of the tender as per undertaking format attached as per (Annexure-II).

Sr. General Manager

CHAPTER-III

GENERAL CONDITION

1. DEFINATION:

- a) **Tenderer/Bidder:** Tenderer/Bidder means a person, Society, Firm, or Company willing to participate by accepting terms and conditions given in the tender documents
- b) **Tender:** Tender means the work to be perform according to the tender documents (both technical and commercial) submitted by the tenderer for consideration of BSLC.
- c) **Name of the Tender:** Name of the Tender means the work to be performed by the tenderer.
- d) **Techno-commercial Bid:** Techno-commercial Bid means documents regarding eligibility condition as stipulated in the tender documents for qualifying the bidder for consideration of the Price Bid
- e) **Scheduled Rate:** Scheduled Rate means the rate quoted by the tenderer in the prescribed format for various activities to be performed by the Agency.
- f) **Price Bid:** Price Bid means the document containing the scheduled rate to be considered for the purpose of evaluation and award of contract.
- g) **Agency:** Agency means the person or society, firm, company whose tender has been accepted by the BSLC.
- h) **BSLC:** BSLC means “The Bisra Stone Lime Company Ltd.” A company incorporated in India and having its registered office at Duplex No.255,Pristine Greens, Pokhariput,Bubaneswar-751020.
- i) **Employer:** Employer means BSLC.
- j) **Competent Authority:-** Competent Authority means MD-BSLC or any designated officer by the MD-BSLC.
- k) **Taxes:** Taxes means Income Tax, Surcharge, Service Tax, Cess Tax, value Added Tax, Entry Tax, GST and any Other Tax, Levy, Fees, Cess imposed by the Government from Time to Time.

2. EARNEST MONEY:

2.1 Cheques, Bonds, guarantee bonds and Govt Securities (Stock Certificates, bearer bonds, promissory notes, and cash certificates) will not be accepted towards the earnest money & no interest will be paid on EMD.

2.2 Tender without prescribed earnest money shall be rejected.

2.3 Earnest money shall be refunded to the unsuccessful bidders after the finalization of the tender.

3. SECURITY DEPOSIT (SD):

3.1 The earnest money deposit of successful tender shall be converted into security deposit. The security deposit shall recover from the bills of the Tenderers @ 5% on the running bills of the Tender. The EMD which will be converted into security deposit and deduction of security deposit from running bills shall not bear any interest. Security deposit will be released on completion of the work & getting clearance from concerned Department.

4. SUBMISSION OF TENDER:

The Tender shall be submitted in parts i.e. Part-I i.e. Techno-Commercial Bid and Part-II i.e. Price Bid in separate covers super scribing for which the tender is submitted, name and address of the tenderer. Both the above covers shall be put in another covers super scribing the job for which the tender is submitted along with address of the tenderer. The Tender shall be submitted to the office of the Business Head, The Bisra Stone Lime Company Limited, At/P.O.- Birmitrapur, Dist: Sundargarh (Odisha) on or before 3:30 P.M of 19/12/2025.

5. (A) OPENING OF TENDER:

The Technical bid part-I shall be opened on 19/12/2025 after 4:00 PM in the conference hall of the B.S.L. Company Limited At/P.O. - Birmitrapur, Dist: Sundargarh, Odisha in the presence of the Tenderers or their accredited representatives. The date of opening of price bid shall be intimated to the tenderer whose techno commercial bids are found acceptable.

(B) EVALUATION OF THE BIDS:

The Part-I Techno commercial bid: Parties who will fulfill all requisite conditions of eligibility clause of Chapter – II of this document, will be considered as technically qualified and may be considered for Part-II Price Bid.

6. AWARD OF CONTRACT

6.1. The company reserves the right to accept or reject any or all tenders without assigning any reason thereof.

6.2. Award of contract shall be made at the absolute discretion of BSLC. The company reserves the right to reject any part or whole of the tender without assigning any reason whatsoever. For such cancellation the tenderer shall not be entitled to claim any cost, charges, expenses incidental to or incurred by him through or in connection with the preparation and submission without assigning any reason whatsoever.

6.3. BSLC also reserves the right not to accept the lowest offer.

6.4. BSLC shall not be liable for any delay in receipt of the tender document by the Tenderers due to postal delay and no extension of time to the date of tender opening shall be given for this reason.

6.5 The award of contract will be based on aggregated amount of total work and not on lowest rate of any items as mentioned in price bid. (Part-II).

7. OTHER CONDITIONS:

7.1 BSLC reserves the right not to accept the lowest offer.

7.2 The company reserves the right to accept or reject any or all tenders or distribute the work amongst different tenderers without assigning any reason thereof.

7.3 BSLC shall not be liable for any delay in receipt of the tender document by the tenderers due to postal delay and no extension of time to the date of tender opening shall be given for this reason.

7.4 In case the tenderer declines to take up the work or fails to cope up with the progress of work, BSLC reserves the right to terminate the contract and forfeit the earnest money of the agency and the cost of the work he/she have done by that time and work may be rescinded.

8. PAYMENT & SETTLEMENT OF BILLS:

The tenderer will submit running bills in the office of Manager (Finance), BSLC, Birmitrapur in triplicate. The work done shall be verified and certified by concerned controlling officers and approved by Business Head. Deductions as per terms of work order or statutory requirements shall be made. Payment shall be made as per payment schedule within 30 days of submission of approved bills. Any variation in rates, imposition of new taxes, levies, duties, etc after the date of awarding the work order shall be to the account of BSLC.

9 TAXES DEDUCTED AT SOURCES:

Income Tax and other taxes including surcharge and cess as applicable shall be deducted at source at the rate prescribed in the Income Tax act and/or other Act from the gross value of each bill.

10. LEGAL & MISCELANEOUS OBLIGATION:

10.1. Detailed lists of Drivers, their name & address, age proof should submit to the BSLC office.

10.2. No part of the contract shall be sublet without written permission of the Business Head of the company or transfer is made by Power of Attorney authorizing others to receive payment on the agency's behalf.

10.3. Each page of the tender schedule must be signed by the tenderer as acceptance of the terms and condition before submission, otherwise the tender will be treated as invalid.

10.4 In the event of Agency's failure to fulfill the contract terms for execution of work therein, the company reserves the right to terminate the contract by giving 30 (thirty) day's notice and to have the contractual obligations carried out by alternative arrangement and consequential loss suffered thereby shall be borne by the agency.

10.5. Submission of any forge document will attract legal action including rejection of tender or cancellation of contract at the risk and cost of the contractor if awarded.

10.6 The Agency shall have no claim whatsoever against the company for any loss / damage caused to it by statutory action or any cause of whatsoever nature or description beyond the control of the company.

11. ARBITRATION:

Any dispute or difference under or arising out of or in respect of the Agreement/Accepted Contract may be referred to the sole Arbitration of a person appointed by the MD-BSLC and his decision in the matter will be final and binding on the contractor and the company. The arbitration shall be carried out as per Arbitration Act.1996 and Rules made there under as amended from time to time.

Note: The Court of Rourkela & High Court at Cuttack will have the jurisdiction to address any unsettled dispute.

12. MODIFICATION OF CONTRACT:

No modification and alteration of the contract / agreement will be allowed during the currency of the contract. However difficulties, if any, experienced while implementing / execution of the contract, the same can be addressed with the approval of the MD-BSLC.

**THE B.S.L.CO.LTD, BIRMITRAPUR
PART-I-TECHNO COMMERCIAL BID**

SL NO	PARTICULARS	TO BE FILLED BY BIDDERS
01	Name of the bidder	
02	Address of the bidder	
03	Phone number/ Fax Number	
04	Mobile number	
05	PAN of the Tenderer	
06	In case of down loading of the tender paper, whether the agency has enclosed cost of tender paper of Rs 590/-(Five hundred ninety rupees) in shape of DD in favour of "The Bisra Stone Lime Company Limited" payable at Birmitrapur/Rourkela.	MR/BC/DD NO: Date: Drawn on: Amount:
07	Whether the agency has enclosed EMD of Rs 5,000/-(Rupees Five thousand) only in shape of crossed DD in favour of "The Bisra Stone Lime Company Limited" payable at Birmitrapur/Rourkela.	MR/BC/DD NO: Date: Drawn on: Amount:
08	Status of the bidder [sole proprietorship/Partnership/company-private limited or Public limited] The tenderer shall enclose Affidavit from a Notary in a stamp paper in case of sole proprietorship / Partnership deed incase of Partnership firm/MOA & AOA incase of company, as applicable)	
09	Whether the tenderer is the owner of the vehicle	
10	Details of information to be furnished i)Registration number of the vehicles ii)Year of manufacturing iii) Road tax validity up to iv) Insurance validity up to v) In case of further requirement by BSLC, how many vehicles can you provide under same rate, term & conditions?	

[11]CERTIFICATES TO BE GIVEN BY THE TENDERER

In response to the tender invited by you vide tender notice no Ref No:- :
BSLC/PERS/HB/2025-26/ Job.No.10 DATED:04/12/2025

I/We examined the general conditions and other terms and conditions of the contract. I/We agree to abide by all instructions in these documents attached here to and hereby bind myself/ourselves to execute the work as per schedule stipulated in the Tender Notice. Certified that above mentioned particulars are correct and true to the best of my/our knowledge. In case any statement made above is found not correct my/our tender may be rejected by BSLC ltd. I/we also certify that I/We have visited the site and got myself/ourselves acquainted with local conditions. My/Our price bid is based on the basis of our full understanding about the job. My/our price bid is based on our full understanding about the job. It is to confirm that our offer shall be valid for 120 days from the date of opening of the techno commercial bid. I/We also authorize the company to forfeit my earnest money and security deposit in case I/We fail to execute the job if my/our tender is accepted.

**SIGNATURE OF THE TENDERER
WITH SEAL**

THE B.S.L.CO.LTD, BIRMITRAPUR

PART II -PRICE BID

TENDER DOCUMENT FOR ENGAGEMENT OF ONE NO SCORPIO
(COMMERCIAL TYPE) ON MONTHLY HIRE BASIS IN OUR MINES AT BSLC,
BIRMITRAPUR

Ref: : **BSLC/PERS/HB/25-26/ Job.No.10**

DATED: 04/12/2025.

Name of the Bidder:_____

	MONTHLY HIRE CHARGES FOR AC SCORPIO (COMMERCIAL TYPE)
Offer for regular deployment of vehicle (anywhere In India) on monthly basis for 16 hours per day	Rs _____ per Month.

Amount in words: (_____)

N.B-

- (i)HSD will be issued at 1 liter for every 12 kms of running for A.C Scorpio (Commercial type).
- (ii)No lubricant will be reimbursed.
- (iii)O.T will be reimbursed @ Rs 25 per hour beyond 16 hours.
- iv) The GST shall be reimbursed extra at applicable rates

Seal & Signature of the Agency

UNDERTAKING

To
The Business head;
The Bisra Stone Lime Company Limited,
Bimitrapur,
Sundergarh (Orissa)

Sub: “Engagement of One No AC Scorpio (Commercial type) of not less than 2019 make on monthly hire basis at BSLC, Bimitrapur”

Ref: Ref.: **BSLC/PERS/HB/25-26/ Job.No.10**

DATED: 04/12/2025.

Dear Sir,

In response to the tender invited by you, I/We have examined the general conditions and other terms and conditions of the contract and I/We agree to abide by all instructions in these documents attached hereto and hereby bind myself/ourselves to execute the work as per schedule stipulated in the Tender Notice.

I/We further agree to sign and execute all agreements/bonds as may be required by BSLC to abide by the general conditions and other conditions of the contract and to carry out all work as per specifications, failing which, I/We shall have no objection for the forfeiture of the earnest money/security money deposited with the company.

I/We also undertake that I/we have not been blacklisted by any PSU or debarred by BSLC at any time.

I/We enclose herewith the required documents.

Yours faithfully,

Signature of the Tenderer
With Seal

Encl: List of documents
[I] Tender Schedule
[ii] Part-I Techno commercial Bid
[iii] Part-II Price Bid.