

TENDER NO. PGVCL/RJT/PROC/LT Bill Form (Single Copy) /1015

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PASCHIM GUJARAT VIJ COMPANY LIMITED

REGD. & CORPORATE OFFICE:- "PASCHIM GUJARAT VIJ SEVA SADAN"

OFF NANA MAVA MAIN ROAD, LAXMINAGAR, RAJKOT-360004

CIN U40102GJ2003SGC042908

Telephone Nos:-0281-2380425/427/2360182

Fax No:-0281-2368175

Website:-www.pgvcl.com

E-mail:-proc.pg@gebmail.com

TENDER NOTICE

The Chief Engineer (Material) invites "On line Tenders" only from traders/manufacturers whose works in India having GST registration for the purchase of following items. Tender Papers & Specifications may be down loaded from Web site <https://pgvcl.nprocure.com> (For view, down load and on line submission) and PGVCL web site www.pgvcl.com (For view & down load only). Tender fee may be paid along with submission of tender in EMD cover. All the relevant documents of tender to be submitted physically and will be received only by Registered Post A.D. or Speed Post addressed to The Chief Engineer(Material), PASCHIM GUJARAT VIJ COMPANY LTD., Regd. & Corporate Office, Nana Mava Main Road, Laxminagar, Rajkot - 360004 "NO COURIER SERVICE OR HAND DELIVERY" will be allowed. Tender number must be mentioned on the tender cover.

Sr. No.	Description		
1	Tender No.:	PGVCL/RJT/PROC/LT Bill Form (Single Copy) /1015	
2	Tender Item:	Purchase of Pre-printed continuous computer stationary for L.T. Bill Forms (Single Copy) of size 10"x 12" (25.4 CM x 30.48 CM) -46318 nos of Boxes.	
3	Tender Fee in Rs. (non-refundable)	Rs. 7,500 + 18 % GST = 8,850/- (Rs. Eight Thousand Eight Hundred Fifty Only)	
4	Earnest Money Deposit amount in Rs.	for MSME units	for Non-MSME units
		80,000/-	1,20,000/-
5	Online Preliminary, Technical & Price bid i.e. On line (e-tendering) / offer submission last date (This is mandatory)	13.01.2022 up to 18:00 Hrs.	
6	Relevant Documents Physically (By Registered Post A.D. or Speed Post only) submission last Date (This is mandatory)	20.01.2022 up to 18:00 Hrs.	
7	Tender sample as per clause no. 16 of this document submission last Date (This is mandatory)		
8	Date of opening of Tender fee & EMD cover documents physical as well as on line	21.01.2022 at 11.00 Hrs.	
9	Date of opening of Technical Bid physical as well as on - line	24.01.2022 at 11.00 Hrs.	
10	Date of On line Opening of Price Bid (Tentative, if possible)	04.02.2022 at 11.00 Hrs.	

- PGVCL GSTIN No. is 24AADCP1453C1ZZ
- Every Bidder has to inform their GSTIN No. at the time of payment of applicable fees.

Signature of bidder :		Company's Round Seal:
Date:	Place:	

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IMPORTANT:

- (1) As per the notice of the invitation of tender (newspaper advertisement), the tender is invited by e-tendering (on - line) mode, for which following conditions are mandatory and any deviation will be found in that case, the tenders / offer will be out rightly rejected and no any further communication in the matter will be entertained.
- (2) All the relevant documents as mentioned in clause no.7 and 10 of commercial terms and condition of the Tender is to be submitted physically in sealed cover on OR before due date and time. All such documents should be strictly submitted by RPAD/speed post only. Otherwise the offer will not be considered and no any further communication in the matter will be entertained.
- (3) Required documents as mentioned in clause no. 39 of commercial terms and condition / as mentioned in annexure-11 of online tender should be uploaded in technical stage of online bid. In case of non-attachment of mandatory document or attachment of wrong document, bid may be rejected at discretion of PGVCL.
- (4) Any deviation found in Data / Details / Documents between on line offer (e-tendering) and physically submitted documents (Tender document fee, EMD, Technical and commercial documents etc.) of bidder, offer of the same shall be liable for rejection at the discretion of PGVCL.

Further bidders are requested to submit price - bid in on-line tender only and not to submit the price bid in physical form. This is mandatory. If price bid is submitted in physical form, same will not be opened and only on-line submitted price bid will be considered for evaluation.

Remarks for Price Bid: -

Applicable GST rates needs to be mentioned in Column no. 6 (Applicable GST rate) of price bid and in case of bidder s opting for composition scheme, "C" shall be mentioned and amount (in Rs.) shall be "0" (Zero) in column no. 12 (Unit GST in Rs.) in online price bid.

- (5) It is mandatory for all the bidders to submit their tender documents by both forms viz. on - line (e - tendering) and physically in schedule time. If tender documents submitted in only any one form, say either by on line or physically, in that case the same tender will not be considered.

Note: Bidders should be in touch with websites <https://pgvcl.nprocure.com> & www.pgvcl.com for information regarding revision/corrigendum/Amendment in tender till due date of online submission and thereafter. No separate information shall be sent in this regards and also will not be published in newspaper.

Any technical questions, information and clarifications that may be required pertaining to this enquiry should be referred to the CHIEF ENGINEER(MATERIAL), PASHCHIM GUJARAT VIJ COMPANY LTD., LAXMI NAGAR, NANA MAVA MAIN ROAD, RAJKOT-360 004.

PGVCL reserves the right to reject any OR all tenders without assigning any reasons thereof.

Chief Engineer (Material)
PGVCL, Rajkot

Signature of bidder :		Company's Round Seal:
Date:	Place:	

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Download Tender Documents in (PDF Format) which consists of:

- Part - I : Schedule “A” indicating the quantities & items.
- Part - II : Commercial Terms & Conditions
- Part - III : Technical Specifications, GTP & drawing if any.

To view the PDF file please use “Acrobat Reader” software which can be downloaded from “Adobe “website.

NOTE:

In case bidder needs any clarification or if training required for participating in online tender, they can contact the following office:

(n) Procure Cell

(n) code solutions-A division of GNFC Ltd.,
403, GNFC Infotower, S.G. Road, Bodakdev
Ahmedabad - 380054 (Gujarat)

Toll Free: 1-800-233-1010 (Ext. 501, 512, 516, 517, 525)

Phone No. 079-26857315 / 316 / 317

Fax: 079-26857321 / 40007533

Email: nproucre@gnvfc.net

Other Terms & Conditions as per detailed tender document

Signature of bidder :		Company's Round Seal:
Date:	Place:	

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SCHEDULE - "A"

Sr. No	Name of Item	Tender quantity	Delivery period
1	Purchase of Pre-Printed continuous Computer stationary for L.T. Bill forms of Size 10"x 12" (25.4 CM x 30.48 CM) (Single Copy) as per PGVCL Tender specifications.	46318 Box (each box contains 1000 nos. LT Bill Form)	Within (07) SEVEN months on equal monthly basis after commencement period of 45 days from the date of receipt of Letter of Acceptance (LOA) and as per clause no. 22 & 23 of tender commercial terms and conditions. Approval of art work and test LOT of 50 forms, to be completed within commencement period as mentioned in clause no 12 of technical specification. If company required early delivery same will be intimated in written.

It is to clarify that in case of any discrepancy between physical annexure/documents and online annexure/documents then on-line data will be considered as final data for tender evaluation & competition.

IMPORTANT

1	Seal and signature in "Important Instruction" is MUST.																		
2	If the physical documents of tender will not reach to this office within mentioned date & time, offer will be out rightly rejected even of successful submission of on Line Tender.																		
3	The bid which is not opened due to any reason/s in that case the same will not be returned to the bidder in any case / Circumstances, however the same shall be at the discretion of PGVCL.																		
4	Bidder should furnish required Tender Documents as per clause no. 10 of commercial terms & conditions duly filled and Sealed & signed along with EMD Cover Documents & Technical Bid documents.																		
5	<p>Guideline for payment of EMD Amount: The Micro and Small Scale Industrial (manufacturing) Units registered under Small Scale Industries of Gujarat State and holding subsequent registration is eligible for exemption from the payment of EMD amount on submission of duly notarized copy of minimum one certificate from group A & B (i.e. one certificate from group A AND one certificate from group B).</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th colspan="2" style="text-align: center;">A Group</th> <th colspan="2" style="text-align: center;">B Group</th> </tr> </thead> <tbody> <tr> <td style="width: 5%; text-align: center;">1</td> <td>UDYAM Registration Certificate</td> <td style="width: 5%; text-align: center;">1</td> <td>CSPO Registration Certificates</td> </tr> <tr> <td style="text-align: center;">2</td> <td>SSI Registration Certificates</td> <td style="text-align: center;">2</td> <td>NSIC Registration Certificates</td> </tr> <tr> <td style="text-align: center;">3</td> <td>MSME Part - II Registration Certificate</td> <td rowspan="2" style="text-align: center;">3</td> <td rowspan="2">DGS&D Registration Certificates</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Udhyog Aadhaar Memorandum</td> </tr> </tbody> </table> <p>In view of Ministry of Micro, Small & Medium Enterprises, Govt. of India, New Delhi notification S.O. 2119(E) dated 26th Jun, 2020 and clarifications issued vide O.M. No. 2/1(5)/2019-P&G/Policy (pt. IV) dated 6th August,2020, Amended Notification S.O.2347 (E) dated 16th June,2021 and subsequent amendments, if any issued by MSME in future; Only "UDYAM REGISTRATION CERTIFICATE" out of SSI/MSME part II/Udhyog Aadhaar Memorandum/Udyam Registration certificate shall remain valid from 1st January,2022 OR from the date as amended in future by the ministry of Micro, Small & Medium enterprises (MSME), Govt. of India.</p>	A Group		B Group		1	UDYAM Registration Certificate	1	CSPO Registration Certificates	2	SSI Registration Certificates	2	NSIC Registration Certificates	3	MSME Part - II Registration Certificate	3	DGS&D Registration Certificates	4	Udhyog Aadhaar Memorandum
A Group		B Group																	
1	UDYAM Registration Certificate	1	CSPO Registration Certificates																
2	SSI Registration Certificates	2	NSIC Registration Certificates																
3	MSME Part - II Registration Certificate	3	DGS&D Registration Certificates																
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Signature of bidder :	Company's Round Seal:
Date:	Place:

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	<p>The MSME (manufacturing) Unit is eligible for benefit of submission of lower side EMD amount on submission of duly notarized copy of any one certificate from above mentioned Group A & B.</p> <p>Note: The Certificates should indicate the manufacture of items offered & in case of Udyam Registration certificate / Udyog Aadhaar Memorandum, it should indicate the manufacture of tendered item. Further submitted certificate should be valid, wherever applicable.</p> <p>For more information, please refer clause no. 10 of commercial terms & conditions of the Tender.</p>
6	Bidders are requested to ensure that quantity offered details in on-line EMD form; Annexure-4 (on-line) of Commercial Terms and Condition and in Price bid (on-line) should be same. In case of discrepancy, quantity offered in Annexure-4 shall be considered as final quantity.
7	Note:- Bidders are requested to read carefully clause no.11:- PERFORMANCE GUARANTEE (PG) TOWARDS EXECUTION PERIOD:- (i.e. SECURITY DEPOSIT):- (Should be submitted within 15 (fifteen) days from date of Letter of Acceptance).
8	The Bidders shall execute Agreement within 20 days from the date of issue of Letter of Acceptance. If, not executed within 20 (Twenty) days from the date of Letter of Acceptance (LOA), then the LOA will be out rightly cancelled at the risk & cost of the bidder (at the discretion of PGVCL) and without entering into any correspondences and this will be binding on the bidder and actions shall be taken against such defaulter like stop dealing or any other actions as decided by PGVCL.
9	Bidders are requested to submit details of Annexure-13 in online in technical stage and this is mandatory. If bidder does not submit the Annexure-13, the bid shall be rejected out rightly, despite the bidder is technically qualified & in such case price bid shall not be opened. No further correspondence in this regard will be entertained.
10	Bidder has to ensure that the offered quantity of tender item should be commensurate with the PGVCL's delivery schedule otherwise offer is liable to be rejected out rightly. The quantity to be purchased will be decided by PGVCL.
11	In case, if any bidder has submitted false information/Data against this tender, PGVCL shall exercise its discretionary power to take action like Periodic/ Permanent stop deal/cancellation of vendor registration/forfeit EMD and reject Bid/forfeit the performance guarantee towards execution (Security Deposit) in favor of PGVCL/forfeit the performance guarantee towards Warranty in favor of PGVCL, etc. Decision of PGVCL shall be final and binding to bidder in this regard without entering into any correspondences.
12	The firm, stop deal or banned for business dealing by GUVNL / its subsidiary Company shall be considered as a stop deal or banned for business dealing for PGVCL also. However, the same shall be at the discretion of PGVCL.
13	All the matter for printing on Front side/Back side or on both sides of LT Bill form will be given by PGVCL. Party has to print advertisement of CGRF and various option of payment on the back side of the LT Bill form. After placement of order, if PGVCL has desire to alternation/modification in the advertisement on back side of LT bill form, which will be intimate whenever required. Accordingly Supplier has to print LT bill form without any additional charge.
14	MINIMUM TENDER QUANTITY:- The Bidder, who submits their Bid for a minimum quantity, as specified below, for which

Signature of bidder :	Company's Round Seal:	
Date:	Place:	

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the firm participated, shall only be considered for price evaluation for particular item.			
Sr. No.	Name of Item	Minimum quantity to be offered by	
		For MSME bidders	For other bidders
1	Purchase of Pre-Printed continuous Computer stationary for L.T. Bill forms of Size 10"x 12" (25.4 CM x 30.48 CM) (Single Copy) as per PGVCL Tender specifications.	46318 Box. (100%)	46318 Box. (100%)
Please refer The clause no.: 77 of Commercial Terms & Condition of tender for more details.			
15	Following clauses of tender commercial terms and condition are to be considered as deleted for this tender.		
Sr. No.	This tender commercial terms and conditions, below mentioned Cl. no. to be considered as deleted.		
1	Cl. no. 2, 3, 6, 31, 32, 44, 45, 65, 75, 85		
16	<p><u>Samples for tendered item:</u> Sample Should be given in separate cover mentioning "Sample Cover" with Technical bid.</p> <p>Bidder should submit the pre-printed sample as per present bill form of PGVCL with their offer. Sample copy of Bill form is put up in web site. They should also write the name of paper mill and grade of paper. <u>Tender without sample is liable to be rejected.</u></p> <p>If sample found damaged / broken at the time of inspection, offer of the same bidder will not be considered for further evaluation and no any further communication in the matter will be entertained.</p>		
17	Offers are invited from the bidders having required printing press facility and necessary <u>notarized</u> copy of factory license/shop license /SSI/NSIC etc. Certificate to be submitted with the offer.		
18	<p>Bidders are requested to fill details of authorized representative (said person must be employee of your Firm/Company), if any, in respect of this tender and <i>submit online Annexure-3 considering clause no.41 of Commercial terms & Conditions of tender.</i></p> <p><i>Also bidders have to submit notarized "Declaration" as per attached format on 300/- Rs. Non-judicial stamp paper and to be submitted in technical bid indicating/declaring names of Authorized signatory and Authorized Representative by signing/signatures of both jointly along with designation and contact details (office address, Mobile No., E-mail ID) and details of employee mentioning particular tender number.</i></p>		
19	In case, supplier fails to deliver the stores / materials / equipments or any consignment thereof within schedule/contractual period of delivery or in case the stores are found not in accordance with prescribed specification and/or the approved sample, or in breach of any tender/contract conditions, PGVCL shall exercise its discretionary power to take action like Stop deal for some period/permanent stop deal/cancellation of vendor registration/forfeit the performance guarantee towards execution (Security Deposit) in favor of PGVCL/ forfeit the performance guarantee towards Warranty in favor of PGVCL, etc.		
20	In commercial terms and condition, whenever "PLUS GST" mentioned, it is to be replaced with "PLUS GST & CESS AS APPLICABLE".		
21	Tender items is under Non Critical category. Please refer Clause no. 6.1.2.2 of Tender Commercial Terms & Condition for quantity distribution.		

Signature of bidder :	Company's Round Seal:	
Date:	Place:	

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REGARDING RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA

- I. Any bidder from a country which shares a land border with India i.e. China, Pakistan and Bhutan will be eligible to bid in this tender only if the bidder is registered with the Registration committee constituted by Department for Promotion of Industry and Internal Trade (DPIIT).
- II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shares a land border with India" as mentioned above for the purpose of this Order means: -
 - a. An entity incorporated, established or registered in such a country as mentioned above; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country as mentioned above; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country as mentioned above; or
 - d. An entity whose beneficial owner is situated in such a country as mentioned above; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country as mentioned above; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (iii) above will be as under:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation-

 - a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company;
 - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
 2. In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
 3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or

Signature of bidder :		Company's Round Seal:
Date:	Place:	

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entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

Every bidder/s should, at the time of submission of bid, give a declaration as per attached Certificate for above with EMD cover.

Signature of bidder :		Company's Round Seal:
Date:	Place:	

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CHECK LIST (This is mandatory)

Check list & documents required in following order with continuous serial no to be submitted with EMD and technical bid cover.

With EMD Cover:

Sr. No.	Documents in following order to be attached	Bidder's comment	Page no. from/to
1	Tender Fee DD	Yes/No	
2	EMD DD/EMD Bank Guarantee	Yes/No	
3	EMD Documents (As per above clause No. 6) if applicable	Yes/No	
4	Copy of Vendor Registration	Yes/No	
5	Country Boundary Declaration on 300/- Rs. non judicial stamp paper (as per attached format)	Yes/No	
6	Notarized declaration on Rs. 300/- Non judicial stamp paper as per attached format for Authorized representative (as per attached format)	Yes/No	

With Technical Bid Cover:

Sr. No.	Documents in following order to be attached	Bidder's comment	Page no. from/to
Tender Documents with duly signed and sealed			
1	Notarized power of Attorney on 300/- Rs. non judicial stamp paper in favour of a person authorized to sign tender documents	Yes/No	
2	GTP & Technical Specification of tender with duly signed and seal	Yes/No	
3	All Amendment in ascending Order with duly signed and sealed (if any)	Yes/No	
4	Certificate-A of the Tender duly signed & sealed on Company's letterhead	Yes/No	
5	"Important Instructions" of the Tender duly signed & sealed on Company's letterhead	Yes/No	
6	Tender Commercial Terms and conditions duly signed and sealed	Yes/No	
7	Copies of executed order with GUVNL subsidiary companies (PGVCL/UGVCL/MGVCL/DGVCL)	Yes/No	
8	Notarized copy of valid ISO Certificate	Yes/No	
9	Valid copy of Factory License	Yes/No	
10	Import / Export Certificate	Yes/No	
11	Self- certified Copy of PAN card	Yes/No	
12	List of Partners/Directors with MoA	Yes/No	
13	List of Plant & Machinery and Testing Facility	Yes/No	
14	Certified copy of Last Three years Audited Account	Yes/No	
Certificates			
15	Self- certified copy of GSTN Registration Certificate	Yes/No	
16	Notarized Copy of BIS License (if applicable)	Yes/No	
17	BEE Certificate (if applicable)	Yes/No	
18	Notarize copy of Type test for all tender Item	Yes/No	
Additional Details on Firms letter Head			
19	Quality Assurance Plan	Yes/No	

Bidder must submit this check list on front of EMD/Technical Bid cover and must submit all above documents invariably wherever required/applicable as per Tender conditions. It's PGVCL sole discretion to reject the offer without any of above documents.

**Chief Engineer (Material)
PGVCL, Rajkot**

Signature of bidder :	Company's Round Seal:	
Date:	Place:	

Declaration

(Duly Notarized) on Rs. 300/- Non-Judicial Stamp Paper

(As per tender condition)

I _____ authorized signatory of M/s _____ for Tender No. _____ certify that Mr./ Mrs./ Ms. _____ is our Company's authorized representative and he/ she is employee of our Company/Firm. It is further declared that he/ she is not representative/ employee of any other Company/Firm.

He/ She is authorized for coordination/ follow up relating to this tender.

Details of Authorized Representative

Full Name : _____
Designation : _____
Contact Number : _____
Office Address : _____
E-mail ID : _____

Accepted and confirmed the above facts

Specimen Signature : _____

It is certified that signed made by above authorized representative in my presence.

Signature of Authorized signatory: _____

Full Name : _____
Contact Number : _____
Office Address : _____
E-mail ID : _____
Place : _____
Date : _____

Signature of bidder :		Company's Round Seal:
Date:	Place:	

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[ON Rs.300/- Stamp Paper Duly Notarized]

CERTIFICATE

(To be submitted in Physical form with EMD Cover Documents)

Subject: Supply of _____

Reference: Tender enquiry No: PGVCL/ / Due on date: / /2022

“I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India i.e. China, Pakistan and Bhutan. I/We certify that our firm is not from such a country as mentioned above and is eligible to be considered.”

OR

I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India i.e. China, Pakistan and Bhutan. I/We certify that our firm is from such a country as mentioned above and I/We have been registered with the Competent Authority (Registration committee constituted by Department for Promotion of Industry and Internal Trade (DPIIT) [Evidence of valid registration by the Competent Authority is attached]. Further I/We hereby certify that our firm fulfills all requirements in this regard and is eligible to be considered.”

Seal of the Firm

*Signature of the Authorized
Representative of the firm*

Date:

Name:

Status:

Name of the Tendering Firm/Agency:

Signature of bidder :		Company's Round Seal:
Date:	Place:	