

TENDER FEE = FREE OF COST

विश्वेश्वरय्या राष्ट्रीय प्रौद्योगिकी संस्थान, दक्षिण अंबाझरी मार्ग,
नागपुर-440010 (भारत)

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, SOUTH AMBAZARI ROAD,
NAGPUR-440 010 (INDIA)



Invitation of Tender for
RATE CONTRACT
For the Supply of
Laboratory Chemicals, Fine Chemicals, Labware, Glassware,
Plasticware, Filter Papers, Lab Consumables & Gases

LTE No. VNIT/STR/RC/2018-19//

Date: January 10, 2019

DAY, DATE & TIME OF ISSUE OF TENDER

: January 11, 2019 AT: 9.30 A.M.

LAST DAY, DATE AND TIME FOR SUBMISSION OF TENDER: February 01, 2019 UPTO: 3.00 P.M.

DAY, DATE AND TIME OF OPENING OF TENDER

: February 01, 2018 AT: 3.30 P.M.

SECURITY DEPOSIT = Rs. 15,000/-

Invitation of Tender for
RATE CONTRACT
For the Supply of
Laboratory Chemicals, Fine Chemicals, Labware, Glassware, Plasticware, Filter Papers, Lab Consumables & Gases

Visvesvaraya National Institute of Technology, Nagpur (VNIT) invites tenders in sealed envelope (SINGLE BID SYSTEM) for the **Rate Contract** for the supply of Laboratory Chemicals, Fine Chemicals, Labware, Glassware, Plasticware, Filter Papers, Lab Consumables and Gases of enlisted brands (in case of GASES, only its names to be mentioned) only as mentioned in format of **(ANNEXURE-A)** from reputed firms/manufacturers/authorized dealers.

Bidders are requested to submit the best competitive offer for the items as mentioned above and strictly as per the instruction and terms & conditions mentioned in the tender document. Rate Contract will be executed initially for a **period of one year**, and may be extended further based on recommendation of Indentor / Department concerned.

Special Conditions

- 1) The bidder shall provide list of clients / customers (Govt./Semi-Govt./Research Laboratories/ Institutions of National repute/CSIR laboratories where R/C for these categories are finalized with the bidder's firm. In the client list, the name of contact person, their designation, telephone/mobile nos., e-mail must be provided.
- 2) Bidder shall submit the photocopies of recent **3 Concluded Rate Contract** from ICAR/CSIR/NIT'S/IIT'S or any Govt. R & D Organizations (for the period 2015-16 to 2017-18) R/C for the items / categories mentioned in Annexure of item under this enquiry,(as per Client list).
- 3) Bidder shall submit copies of recent **3 purchase / supply orders** valuing Rs. 1,00,000/- or more OR minimum 5 purchase / supply orders valuing Rs. 50,000/- or more in each case from ICAR/CSIR/NIT'S/IIT'S or any Govt. R & D Organizations.
- 4) The bids should be submitted by the manufacturer or their authorized dealers / distributors. Certificate / proof of manufacturer will be required from the bidder.
- 5) In case of authorized dealers / distributors, the Bidder shall be required to submit the **Authorization Certificate** from the Principal Manufacturer on their letter head and should be addressed to DIRECTOR, VNIT, Nagpur and should be valid for the year 2018-19.
- 6) Only ONE bidder is permitted to be authorized by the original manufacturer to quote on their behalf. In case of multiple authorizations, the bids submitted would be summarily ignored. However, one Indian agent / representative may be authorized by more than one Foreign / Indian manufacturer.
- 7) The bidder shall submit the hard copy & soft copy in CD of their price list along with offer.
- 8) **Performance Certificate** - Performance Certificate will be essential on client's letter head, to which your firm has supplied similar type of items with name & mobile no. of contact person.

- 9) The original manufacturer shall be solely and fully responsible in case of discrepancy with regard to quality, quantity, packages or defects found at the time of supply /usage. In such circumstances, the manufacturer is expected to provide free replacement immediately.
- 10) VNIT reserves the right to seek samples for all or few materials as when deemed necessary in the process of evaluation.
- 11) Bidder shall indicate the compliance of standards of materials under R/C - National / International to which their brand adheres to and submit certificates for same with bid.
- 12) The detailed specifications of materials [under R/C] offered along with relevant technical literature and descriptive catalogue should be attached with the offer.
- 13) The usage of a particular brand may have lead to standardization of experiments & its results may have lead to certain publication and patents, VNIT reserves the right to select a firm for R/C based on its continuous usage and uniform results and therefore reserves the right not to go only by the price criteria of a particular item.
- 14) Director, VNIT reserves the right to enter into parallel contract since some of the items may have been used over a period of time by the scientists / researchers and would have standardized for their research work and also for catering to bulk requirements.
- 15) Rate Contract shall be in force for the purpose of delivery for all the items ordered during the currency of rate contract and PO may be placed up to the last day of R/C.
- 16) The R/C holder on receipt of PO shall check for its correctness as per terms & conditions of R/C and take up the matter with VNIT, Nagpur for corrections / amendments if any, to avoid any dispute at a later stage. In case, higher rates are inadvertently mentioned for any particular item/s in PO, the same shall be informed by R/C holder to VNIT and proceed with supply as per the R/C approved rates only.
- 17) The rate & terms of R/C would also be applicable for the purchases made by faculty / students of VNIT, Nagpur on cash purchase basis and hence, firms or their agents are not allowed to charge higher prices than those approved under the R/C.
- 18) During the period of R/C, special offer if any introduced by manufacturer / supplier shall be offered to VNIT, Nagpur by the bidder, and should be intimated in advance. **However, Director, VNIT, Nagpur will reserve the right to avail the offer.**
- 19) The bidder shall offer **maximum discount** on the price as VNIT, Nagpur is an "*Institute of National Importance*" of Govt. of India, Ministry of Human Resource Development.
- 20) The bidder shall furnish item wise **price list** in CD form. Discount must be indicated in price list and should be valid for the financial year 2018-19. Price list must be duly signed with date & stamp & by the bidder.

- 21) The bidder must agree for **free replacement** in case of any discrepancy found / observed in regard to quality / quantity of the material supplied under this R/C. Replacement will be at free of cost by the firm if material supplied is not in accordance with the quality / specifications and quantity approved or is not compatible or usable as per VNIT requirement. If the replacement is not given within the specific delivery period, **Liquidated Damages Clause** will be applicable.
- 22) Bidder shall offer free delivery of material at the concerned department / laboratories of VNIT during the period of contract. No additional or separate packing / forwarding / delivery charges shall be payable under this R/C for the period of contract.
- 23) **Risk Purchase** – If the supplier fails to deliver the goods within the maximum delivery period specified in the contract, the purchaser / VNIT may procure, upon such terms & in such a manner as it deemed appropriate, goods or services similar to those undelivered and the supplier would be liable to the purchaser for any excess cost for similar goods or services.
- 24) **FALL CLAUSE** – The price quoted (Price as indicated in price list less discount plus taxes as applicable) by the bidder under the R/C should in no event exceed the lowest price at which the bidder sells the stores / materials of identical description to any other organization during the currency of R/C. If R/C holder reduces its price or sells or even offers to sell the same item/s during the currency of R/C, the price will be automatically reduced with effect from that date for all the subsequent supplies under the R/C. The undertaking is required to be given by all the manufacturers that the rates offered by them are not more than the rate offered to any other Govt. agencies / Institutions and the discount offered is not less than the discount offered to any other Govt. agencies / Institutions. In case any such discrepancy is noticed, the bidder shall refund the amount to VNIT, Nagpur. VNIT, Nagpur will recover amount from the subsequent/unpaid bill of the supplier and also R/C is liable to be cancelled. **(ANNEXURE-D)**
- 25) **FORCE MAJEURE** –
- a) For purpose of this clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
 - b) IF a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within 21 days of its occurrence. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligation under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
 - c) If the performance in whole or in part or any obligations under the contract is prevented or delayed by any reason of force majeure for a period exceeding 60 days, either party may at its option terminate the contract without any financial repercussions on either side.
- 26) Any modification / changes during the currency on contract will not be allowed.

- 27) Director, VNIT, Nagpur reserves the right to **terminate the Rate Contract** without any notice, in case the performance of the bidder is found unsatisfactory or any serious lapse on the part of bidder.

General Instructions, Terms & Conditions:

1. The bidder shall submit bids in hard copy for any or all categories of items.
2. The Bidder shall mention the material names in ref. to this tender of R/C in format of **(ANNEXURE B)**
3. The bidder shall send their quotation sealed envelope by filling up the Rate Contract Application Form **(ANNEXURE A)** & Commercial Bid **(ANNEXURE C)**.
4. **The bidder shall submit the information as per formats in Annexure attached.**
5. Bidder shall submit Firm's registration certificate, GST registration certificate, PAN, Delivery Period, Warranty/Guarantee, others etc with the bid.
6. The sealed envelope superscribed with "Rate Contract for Laboratory Chemicals & Labwares for VNIT" to be sent to - Joint Registrar (Stores), Visvesvaraya National Institute of Technology, South Ambazari Road, Nagpur – 440 010. Quotations received after the last date and time will not be considered. Sealed envelope can also be submitted in person in the "Tender / Quotation Box" kept in The Stores Section. VNIT, Nagpur on any working day. The last date of submission is **February 01, 2019 by 3.00 P.M.** The tender/bid will be opened on same day i.e. **February 01, 2019 by 3.30 P.M.** in the Stores Office, VNIT, Nagpur in the presence of the bidder(s) or their authorized representative(s), who will be present at the scheduled date and time.
7. Under circumstances of holiday being declared on due date, the tender will be accepted and opened on the next working day. The Institute shall not be responsible for any postal delay and delay in receipt of the quotation. Quotations received after the last date and time will not be considered.
8. Tender offers / response submitted through e-mail or fax will not be accepted and will be summarily rejected.
9. The bids must be submitted neatly typed, computer printed, duly signed, stamped. Overwriting should be avoided, & same must be initialed if done.
10. It will be the sole discretion of VNIT to accept or reject the tenders in case of deviations, if any, from the technical specification.
11. **Security Deposit:** In case of award of Rate Contract, the Bidder shall be required to submit Security Deposit of amount **Rs. 15,000/-** in form of Demand Draft / Fixed Deposit Receipt / Bank Guarantee in favour of "**Director, VNIT Nagpur**" payable at Nagpur. This security deposit will be refunded on completion of contract period. However, security deposit will not be refunded in case of liquidated damages clause.
12. Proposal for rate contract may be submitted in the prescribed format and all columns may be filled up. Incomplete proposals and tenders received after due date shall not be entertained. Any bids received by the Institute which does not fulfill the desired terms and conditions will be rejected and no communication in this regard will be sent.

13. VNIT, Nagpur will prefer to enter into R/C with the manufacturers who can supply the materials directly to us through their depot or warehouse at Nagpur or else supply the materials through their dealer based at Nagpur, within the delivery schedule as per VNIT, Nagpur.
14. The Manufacturers (OEMs) /principals offering for the ARC may furnish the name and address of their local distributor / dealer, so that the copies of orders can be endorsed to them for expeditious supply. In such cases where local dealers / stockiest has been nominated by the principal; the bills raised by them against our purchase order will be accepted.
15. Any addition and deletion of dealership / distributorship shall be intimated to the undersigned immediately on authorization of a new party.
16. The Bidder shall submit Printed & Bound Price List (latest) duly signed & certified by authorized signatory with the tender. Photocopy of the price list and price list in spiral binding will not be accepted. The price list which is in CD may be downloaded and a copy may be supplied to this office duly signed and sealed by the authorized signatory.
17. The Bidder shall submit undertaking that the price list being furnished with the proposal will remain valid for the period of rate contract.
18. In case of supply of goods through valid authorized dealer, their name & mailing address shall be declared / indicated in the tender. Authorization certificate in respect of foreign firms duly self-attested and showing the validity period may be submitted.
19. The Annual Turn Over of the firm during last 3 years may also be furnished (enclose document in support of the claim).
20. The Institute reserves the right to accept or reject any or all tender and to cancel the rate contract without assigning any reason.
21. Printed Terms & Conditions of the applicant on their quotation Form / Literature / Letter etc. if any, will not be binding on VNIT.
22. Enlistment under Rate Contract with this Institute does not ensure business of any quantum, whatsoever. Any deviation from the Terms & Conditions mentioned above will imply disqualification of the firm.
23. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document which should be signed and stamped to confirm the acceptance of the entire Terms & Conditions as mentioned in the tender enquiry document.
24. The bidders should **not have been or have not been** blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. An undertaking to this effect to be enclosed (**ANNEXURE-E**).
25. The page numbers should be marked in all pages serially (including all supporting documents enclosed with the tender document) and the declaration for the same shall be submitted by the bidder (**ANNEXURE-F**).
26. In case the offer/proposal is accepted the firm shall sign an agreement with VNIT while entering into rate contract.
27. **Discount** on the submitted Catalogue Price for the supply of goods under Rate Contract should be indicated clearly by the bidders. For Gases, mention per unit price of respective gas instead of discount (commercial bid, Annexure-C).

28. The items / goods should be supplied from the latest batch of production with the manufacturing and expiring date (maximum life period) on original packing. The supplied items / goods should be of high quality & grade and in the event if these items / goods are found to be of inferior quality, the supplier is liable to be banned or suspended from doing business in VNIT, Nagpur and other Govt. Organizations. Details of quality control procedures / certification from Government labs should also be submitted along with offer.
29. All materials/items should be supplied on the basis of **free delivery** at respective Department/Section of V.N.I.T. Nagpur. Items should be supplied on the basis of free door delivery on all working days. Delivery should be done as per the ordered specifications. Payment of those items will be released, which are accepted by the Institute, unaccepted items shall be replaced within a week from the date of rejection / information. The date of delivery should be strictly adhered to, failing which the purchase order is liable to be cancelled.
30. **Delivery Schedule:** Delivery must be made within a period of 10-15 days from the issue of the order either directly or through their dealer network unless otherwise specified. **The liquidated charges @1% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of the ordered value and beyond 10% subject to approval of Director, V.N.I.T. Nagpur.** No extension of the scheduled delivery or completion dates of supply will be granted except where events constituting force majeure have occurred. Part Supply is not acceptable. In case of cancellation of order no compensation will be paid towards progress of order/procurement.
31. The freight, transportation, insurance charges, if any, will not be borne by the Institute. Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the Institute to make good the loss caused on this account. The firm has to supply the material against any placed order in good condition. If it is received in damaged condition, the firm will be responsible and such items are to be replaced on their cost and risk. V.N.I.T., Nagpur will not be responsible for any loss, damages and shortage during transit. Payment shall be made for materials received in good conditions only.
32. **Items for Research Purpose: Concessional GST @ 5% will be applicable for purchase of goods viz Scientific & Technical instruments and other required for the Research purposes only.** This is in accordance of Govt. of India, Ministry of Finance Notification 45/2017-Central Tax (Rate) dated 14th November, 2017 and 47/2017-(Integrated Tax (Rate) dated 14th November, 2017, and DSIR No. TU/V/RG-CDE (190)/2016 Dated: 20.02.2018. The description of goods is given in Govt of India notification dated 14th November, 2017 mentioned above. A certificate in this respect will be issued to the vendor by the Institute..
33. **For Import Item** – Govt. of India Ministry of Science & Technology, DSIR, New Delhi vide letter No TU/V/RG-CDE(190)/2016 dated 20/02/2018 has issued Certificate of Registration to VNIT, Nagpur for purposes of availing customs duty exemption in terms of Govt. Notification 51/96-Customs dated 23rd July, 1996 and Central Excise duty exemption in terms of Govt. Notification No 10/97-Central Excise dated 1st March, 1997 as amended from time to time and this registration is valid up to 31.08.2021. This document will be provided by the Institute. The supplier who has quoted the price in Rupees, but importing the items from the foreign country by sea has to sign the High Sea Sale Agreement. Against High Sea Sales Agreement, GST is not applicable; Custom Duty is applicable under Notification No 51/96. The charges towards HSS agreement, if any, will have to be borne by the firm.
34. Entering into Rate Contract does not bind VNIT, Nagpur to place any order on the agreed firms.
35. The price should be quoted **F.O.R. VNIT, Nagpur** on delivery basis.

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR – 440 010 (INDIA)

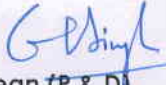
36. In case of imported goods, mention the price of the goods in FOB value as well as CIF (upto V.N.I.T., Nagpur) value and stating / packing / forwarding / documentation charges etc. (each one separately, if applicable). Where there is no mention of packing/forwarding, freight, insurance charges, such offer shall be rejected as incomplete. Clearly state payment terms for imported material. In case the quotation is submitted by Indian Agent, the same must be accompanied by valid authorization letter from principals. Submit separate Rate Contract offers for Indian Rupees and Foreign Currency, if applicable.
37. The payment of the bill will be released on receipt of the goods in satisfactory condition by the department and on certification by the department that the material has been received of requisite quality & in good condition. Advance payments and cash payments will not be made.
38. The order will be placed as per requirement from the respective department.
39. In case the firm withdraws, modifies, or changes the offer during the contract period, contract is liable to be cancelled.
40. In case of any extension for delivery of material required, the firm will be required to inform in writing specifying the extension period.
41. The firm will supply the goods at the rate as per R/C.
42. The articles should be securely packed to avoid damages etc. in transit.
43. Legal Matter: All Domestic and International disputes are subject to Nagpur Jurisdiction, India Only.
44. If the certificate submitted by the vendor / bidder or any misleading information whether intentional or unintentional are found to be false/incorrect/forged/fake, will lead to disqualification of the tender. The Institute shall be free to take any action by blacklisting the firm/company and further, EMD will be forfeited by the Institute.
45. Director, VNIT, Nagpur reserves the right to accept or reject or cancel any or all enquires or quotations/PO at any stage without assigning any reason thereof
46. **Any amendment or corrigendum regarding this will be issued on the Institute website only.**
47. **CHECK LIST** - Please see check list before submission of your bid. Mention YES / NO in Check list. Non-submission of any mentioned document/s may lead to rejection of your bid.
48. All Communication are to be addressed to –
Director
Visvesvaraya National Institute of Technology,
South Ambazari Road,
Nagpur 440 010
Maharashtra (India)
49. VNIT looks forward to receiving your bids and thank you for your interest.

Signature of Bidder

Stamp:

Date:

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Dean (P & D)

VNIT, Nagpur

10/1/2019



ANNEXURE-A**APPLICATION FORM FOR RATE CONTRACT**

S. N.	VENDOR DETAILS	
1.	Name & Address of the Manufacturer / Firm / Vendor	
	1.1 Phone	
	1.2 E-mail	
	1.3 Contact Person	
	1.4 Mobile No.	
2.	Name & Address of the Local Authorized Dealer / Distributors, if applicable	
	2.1 Phone	
	2.2 E-mail	
	2.3 Contact Person	
	2.4 Mobile No.	
3.	GST No.	
4.	PAN No.	
5.	Trade License No.	
6.	Details of Tender Fee (if applicable)	
	6.1 Amount (Rs.)	
	6.2 Draft No.	
	6.3 Date	
	6.4 Issuing Bank	

**Sign & Designation
of Authorized Signatory
Name & Seal of Organization**

ANNEXURE-C**COMMERCIAL BID**

A) For laboratory Chemicals / Fine Chemicals / Labware / Glassware / Plasticware / Filter Papers / Lab Consumables:

S. N.	Particulars	
1.	Name of Items	
2.	Brand if any	
3.	Catalogue Price (2018-19)	
4.	Percentage of Discount offered on Catalogue Prices for the Year 2018-19 (Both in figure and words)	
5.	GST % and amount charged on the price to be mentioned separately. (GST @ 5% applicable as per terms & conditions no. 32)	
6.	Total Price (Inclusive of all Taxes) FOR V.N.I.T., Nagpur.	
7.	Delivery Period	10 – 15 days.
8.	Delivery of the Materials	Door delivery at V.N.I.T., Nagpur (Department / Section)

B) For Gases (mention per unit price, not discount):

S. N.	Particulars	
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

**Sign & Designation
of Authorized Signatory
Name & Seal of Organization**

ANNEXURE-D

FALL CLAUSE NOTICE CERTIFICATE

This is to certify that we have offered the maximum possible discount to you in our Quotation

No. _____

dated _____.

The prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. organization / PSU's/ Autonomous Bodies / Pvt. Organizations during the period of contract failing which the "**FALL CLAUSE**" will be applicable.

In case, if the price charged by our firm is more, V.N.I.T., Nagpur will have the right to recover the excess charged amount from the subsequent / unpaid bill of the supplier.

Place:

Date:

Seal and Signatures of Authorized Signatory

Note: This letter of authority should be on the letterhead of the quoting firm and should be signed by a person competent and having the power of attorney to bind the same.

ANNEXURE-E

(Declaration – On Rs. 50/- Stamp Paper)

I _____ do hereby declare that our firm is not black listed and no enquires / cases are pending against us by Govt. of India / Govt. of Maharashtra or any Universities / Institutions, since inception of the Firm / Company. I further, undertake that if above declaration proves to be wrong / incorrect or misleading our tender / contract stands to be cancelled / terminated.

Place:

Date:

**Sign & Designation
of Authorized Signatory
Name & Seal of Organization**

ANNEXURE-F

DECLARATION

We hereby undertake that there are _____ pages, serially numbered, in the submitted tender including the supporting documents. (Please number all the pages including blank page, if any).

We have submitted our principal's exclusive authorization letter which is specific for this tender No _____ dated _____.

Place:

Date:

**Sign & Designation
of Authorized Signatory
Name & Seal of Organization**

ANNEXURE-G

**Form for Bank Details
[to be submitted with the BID]**

Name of Beneficiary / Firm:

Name of Bank:

Address of Bank:

.....

Account No:

Bank IFSC Code:

Bank MICR Code:

Type of Account:

**Sign & Designation
of Authorized Signatory
Name & Seal of Organization**

Countersigned by Banker with Seal

CHECK LIST

S. N.	Documents to be Submitted (Enclosed documents to be Indexed in following order)	Whether Enclosed (√ Tick Which Ever Is Applicable)
1.	Application Form for Rate Contract (ANNEXURE-B)	(Yes / No)
2.	DD for Tender Application Fee (if applicable)	(Yes / No)
3.	Warranty / Guarantee	_____ Years
4.	Delivery Period (10 – 15 Days)	(Yes / No)
5.	Photocopy of Firm's Registration	(Yes / No)
6.	Income Tax Return for last 3 years	(Yes / No)
7.	Photocopy of GST Certificate	(Yes / No)
8.	Photocopy of PAN Card	(Yes / No)
9.	Photocopy of ISO Certificate	(Yes / No)
10.	Photocopy of Trade License Certificate	(Yes / No)
11.	Client / Customers List with name of contact person, their designation, telephone/mobile nos., e-mail	(Yes / No)
12.	Please Mention clearly about the Annexure A, B, C, D, E, F	(Yes / No)
13.	Certificates / Undertaking to the effect that the bidder had never been blacklisted by any of the Government Accountant to be enclosed as proof of the same.	(Yes / No)
14.	Photocopies of <u>3 concluded Rate Contract</u> from ICAR/CSIR/NIT'S/IIT'S or any Govt. R & D Organizations (for the period 2015-16 to 2017-18)	(Yes / No)
15.	Photocopies of <u>purchase / supply orders</u> 3 nos. for PO valuing Rs. 1,00,000/- or more OR 5 nos. for PO valuing Rs. 50,000/- or more in each case from ICAR/CSIR/NIT'S/IIT'S or any Govt. R & D Organizations.	(Yes / No)
16.	Price list of the items from the Principal as per Instruction 16[Printed & Bound Price List/CD/Software as Annexure–B, C & D]	(Yes / No)
17.	Performance / Experience certificate on client's letter head Clients like ICAR/CSIR/NIT'S/IIT'S or any Govt. R&D Organizations.	(Yes / No)
18.	Audited financial statements or financial statement showing turnover duly certified by the Chartered Accountant to be enclosed as proof of the same.	(Yes / No)
19.	Proof of manufacturer in case of manufacturing concern.	(Yes / No)
20.	Authorization certificate from the Principal Manufacturer / Parent company (In case of authorized dealer).	(Yes / No)
21.	Form of Bank Details (Annexure G) for A/c No, IFSC, MICR, Branch etc.	(Yes / No)
22.	Others (if any), Please specify here.	(Yes / No)

Sign & Designation
of Authorized Signatory
Name & Seal of Organization