

Request for Quotation (RFQ)

**Proposal for selection of agency
to provide operations & services of
Mobile Play School for Children of Construction
Workers.**

**By
Haryana Building and Other Construction
Workers Welfare Board (HBOCWWB)**

HARYANA BUILDING AND OTHER CONSTRUCTION WORKERS WELFARE BOARD

Bays 29-30, Sector 4, Panchkula, Haryana.

Contact: 0172-2575300 /hboCWwb@gmail.com

GOVERNMENT OF HARYANA

Schedule of RFQ Timelines:

1	Issue of RFQ	27 August 2023 at 12 pm
2	Last date of submission	10th September 2023 at 5 pm
3	Opening date	11th September 2023 at 12 pm
4	Allotment of work order	12th September 2023 at 4.00 pm onwards
5	Commencement of the work at the event site by the successful bidder	15th SEP. 2023 at 7.00 am onwards

INSTRUCTIONS TO BIDDERS

The HBOCWVB invites short notice duration tender quotation in sealed cover for For hiring of Mobile Play School Bus to provide operations & services of Mobile Play School for Children of Construction Workers.

The quotation tender addressed to the Secretary, Haryana Building and Other Construction Workers Welfare Board, in an sealed envelope by the respective bidder shall be submitted to the office of the Secretary, HBOCWVB, Bays No. 29-30, Second Floor, Sector-4, Panchkula- 134112 as per dates mentioned below.

Selection criteria: Lowest financial bidder who completes all the documents shall be declared L1 bidder and shall be allotted the work order.

The bids submitted by the Applicant shall comprise of the following sealed envelopes:

#	Item	Description	Document Format
Envelope 1 --: Technical Bid			
1.	Technical Documents	1. Certificate of Firm Registration 2. Technical Certificate of vehicle. 3. Profile of the proposed project team 4. Credentials of the Agency 5. Financial Turnover, 6. Years of Existence, 7. Previous Work Experience 8. Special awards / appreciation for the work done	Hard copy of Documents
Envelope 2 --: Bid Proposal			

1.	Bid Proposal	Proposal: RFQ from NGO/firms to provide operations & services of Mobile Play School for Children of Construction Workers.	Hard copy of Bid Proposal
----	--------------	--	---------------------------

2 SCOPE OF WORK

1. The selected Company/Agency/NGO (Trust or Society or cooperative society or Non-Profit Company) shall provide & manage the Mobile vehicle based Play School for Construction workers children with age ranging from 2 years to 6 years for the initial period of one yearly contract extendable thereafter on year-to-year on need & performance basis.
2. The vehicle shall be equipped with all mentioned materials in Annexure A & PSE Kits as specified by the government of Haryana.
3. Branding & awareness of the programme shall be under the scope of work of applicant/agency.
4. Regions/Location for the implementation shall be as per approval of HBOCWW Board.
 - HBOCWW Board reserves the right to increase or decrease number of Locations / constructions sites as deemed necessary.
 - HBOCWW Board reserves the right to make any changes in the scope of work at any time.

2.1 Overview of Scope of Work

#	Particulars	Description
1.	Deployment of vehicle based Mobile Play School for 2-6 years children	<ul style="list-style-type: none">▪ Deployment of vehicle based Mobile Play School at construction sites approved by HBOCWW.▪ Provision of availability of minimum Infrastructure /equipment required for setting up Play School with basic amenities like safe drinking water, Air-conditioned/cooled environment, Learning & development Area, washroom, and kitchen area etc. as per the government of Haryana norms.▪ Vehicles should not be more than 2 years old from the date of issue of RFQ. The offered Vehicle must be registered as per Motor Vehicle Act and have relevant permit with Haryana State Govt. Transport Authority.▪ Provisioning of providing PSE Kits, toys, nutritious Meal/Breakfast, health and medical facility and basic education facilities, training, and Monitoring of the Centre.

2.	Manpower Deployment	<ul style="list-style-type: none"> ▪ The Applicant shall appoint trained teachers, Staff, Driver trained in First Aid, Firefighting and safety, experienced in day care profile as per qualifications & norms set by the government of Haryana. ▪ Applicant shall be responsible to make payment of minimum wages/Nigam Rates to staff appointed. ▪ Applicant shall create awareness about better childcare in the community through designing awareness materials like posters.
3.	Nutritious Meal/Breakfast	<ul style="list-style-type: none"> ▪ Preparation of freshly cooked Meal/Breakfast per prescribed menu and calories as approved by HBOCWBB. ▪ Healthy, hygienic, nutritious, age-appropriate food for the children should be prepared afresh by experienced cooks employed by the agency in the in-house kitchen in the designated space. The teachers and maids employed by the agency would be expected to provide assistance and feed toddlers, during meals.
4.	Sanitation, Medical and Educational Requirements	<ul style="list-style-type: none"> • Provide health and medical facilities for children attending the Day care centre. • Providing education to children on Personal hygiene. • Conduct health camps once a month and at least two regular visits, per centre per week, by doctors/ health workers to ensure regular health check-ups and referrals to nearby hospital/health care centres approved by HBOCWW board. • Providing education to children. • Arranging activities like painting, pasting, cutting, stringing beads, playing with blocks, mouldings clay, singing and dancing to increase the cognitive development of the children.
5.	Monitoring and Evaluation	<ul style="list-style-type: none"> • Proper Maintenance of Stock, Attendance & health registers of children. • CCTV Monitoring with DVR System.

Key Requirements in Vehicle based Play School:

1. Fabrication should be on 4 mm ACP inner and outer side.
2. Creative and branding on 3 mm ECO solvent vinyl HP latex on vehicle.
3. Children Friendly Washroom with proper sanitation.

4. Children sitting capacity minimum 25 Children.
5. Adequate LED Lights
6. Air conditioner or Air-cooled atmosphere in Vehicle.
7. LED smart digital classroom-based TV.
8. External Power Source Facility/ power backup Facility for smooth operations.
9. PVC Mat based Flooring. With cushion
10. Adequate online CCTV for Monitoring purpose.
11. Suitable Sound System with mic and speaker.
12. Adequate staff with the vehicle.
13. Small Kitchen should be with the Vehicle.
14. The vehicle should be proper ventilated.
15. Adequate Number of Safety tools & equipment like Fire Extinguishers, Smoke Detectors, First Aid Boxes.
16. PSE Kits
17. The vendor/agency shall provide the services of mobile vehicle from 9AM to 5PM at designated and approved construction sites.

3 Terms and Conditions

- 1) Agencies shall submit their bid documents to the O/o HBOCWWB on or before 10.09.2023 at 05:00 PM.
- 2) Agencies shall submit sealed hard copy of document at HBOCWW, Byas 29-30, Sector 4, Panchkula.
- 3) The vehicle maintenance, movement at identified sites, smooth operations & safety of children etc. shall be under the scope & services of the applicant agency.
- 4) All the exhibits and publicity material created by the Applicant shall be the property of the HBOCWW and the Applicant has to ensure that all the material produced is free from copyright infringement and IPR. HBOCWW board shall not be responsible for any dispute arising in this regard in future.
- 5) Above is an indicative list of activities expected to be undertaken by the successful Applicant for HBOCWW board. These activities will be undertaken as and when

required. The above-mentioned norms are indicative and can be relaxed / changed subject to the requirement of the HBOCWWB.

3.1 Evaluation Criteria

The technical evaluation shall be done by the evaluation committee appointed by the undersigned who will evaluate the documents on the following points and award marks as given below:

#	Description	Basis of Evaluation	Max Marks	Supporting Documents
COMPANY PROFILE				
1.	Applicant should be Company/Agency/NGO (Trust/Society/Co-Operative Society/Non-Profit Company) for a minimum of 05 years as on date of bid submission.	Documents	10	<input type="checkbox"/> Trust Deed, in case of Trust <input type="checkbox"/> Memorandum of Association and rules and regulations, in case of Society Copy of <input type="checkbox"/> Certificate of Registration & 12A certificate/Certificate of Incorporation of the legal entity/ copies of local tax registration, PAN, GST registration
2.	“Child Welfare” OR “Education” shall be one of the stated objectives as per byelaws of the applicant	Documents	5	<input type="checkbox"/> Copy of Memorandum of Association and rules and regulations, in case of Society or Trust Deed, in case of trust
RELEVANT STRENGTHS				

3.	During the past 5 years ending last date of submission of bid. Similar works Services/experience means responsibility of Education/skill/trainings of children/Welfare activities independently with any Government /State Government/Municipal Corporation/Councils/ Semi Government/ PSU/ Public Organizations in India.	1 Project = 10 Marks 2 Projects = 20 Marks More than 3 Projects = 30 Marks Additional 5 Marks shall be allotted to Applicant having work experience. for any BOCW Board in India.	35	<input type="checkbox"/> Work Orders with Financial Statement stating that NGO has received the grant against the work order. <input type="checkbox"/> 1 utilization certificate, certified by CA against 1 work order.
4.	Applicant should have Average Annual Turnover of minimum INR 4 Cr during last 3 financial years (FY 2020-21, 2021-22, 2022-2023)	Document available = 20 Marks Document not available = 0 Marks	20	Audited Balance sheet and Profit & Loss account statement of the Applicant for each of the last 3 audited financial years (FY 2020-21, 2021-22, 2022-2023) CA Certificate for turnover for last three financial years with UDIN
5.	Applicant shall be ISO Certified on the last date of submission of bid.	Document available = 10 Marks Document not available = 0 Marks	10	Copy of valid certificates signed and stamped by the Authorized. Signatory of the Agency
RESOURCE PROFILE				
7.	Applicant should have at least 10 trained staff (Head Play School worker / Assistant Play School worker) for implementing teachings, training and IEC activities on Company Rolls.	10 Staff = 15 Marks More than 10 Staff = 20 Marks	20	Attach CV with photo of the staff along with their testimonial in support of age and qualification with respect to the training claimed). Each Resume not to be more than 2 pages
Total			100	

Agency will have to score at least 60% marks in technical evaluation so as to qualify for empanelment. HBOCWW Boards' decision shall be final and binding on the participants.

3.2 Other Conditions

- 1) The selected applicant shall submit their acceptance for terms and condition and completion of work in timely manners i.e. on Rs. 100 /- stamp paper.
- 2) The Selected agency shall have to submit a Performance Bank Guarantee of 5% amount of the total work order value with a validity of minimum 02 years from the date of issuance.
- 3) If the selected applicant fails to perform as per standard, then they shall be liable for recovery as decided by the HBOCWW Board. However, liability shall be limited to the total contract cost.
- 4) The selected Applicant shall agree for on-the-spot changes suggested by the committee members and proper replacement shall be done as per the directions of the committee members.
- 5) The HBOCWW reserves right to increase/decrease the scope of this RFQ.
- 6) Applicants are advised to study all instructions, forms, requirements, and other information in the RFQ documents carefully. Submission of the RFQ shall be deemed to have been done after careful study and examination of the RFQ document with full understanding of its implications.
- 7) The response to this RFQ should be full and complete in all respects. Failure to furnish all information required by the RFQ documents or submission of a proposal not substantially responsive to this document will be at the Applicants' risk and may result in rejection of its Proposal.
- 8) If there is delay in deploying of vehicle of more than 1 week or any complaint from construction worker/employer availing the facility / verification by Authorized Regional Nodal officer of the HBOCWW board, penalty of 1% of monthly payment for every instance of delayed delivery at each respective construction site will be incurred.
- 9) If quality of the meal is found to be poor or defective in any other manner. Board shall refuse to take the supply and return the whole or part of such cooked meal supplied to the site as the occasion may arise and impose 10% penalty or may cancel the agreement forthwith.

- 10) Any major lapse in maintaining hygiene and safety standard at Mobile Play School and kitchens, quality of meals, food poisoning / health hazard due to consumption of meals, mismanagement of kids, compromise on safety of kids as deemed by HBOCWW board. In such cases, HBOCWW board may send show cause notice for forfeiture for Security Deposit, Blacklisting and Termination of contract.
- 11) If the penalty deducted is over 5% of total monthly grant payment for 3 consecutive months, HBOCWW may invoke breach and terminate the contract. The decision of the HBOCWW in this regard shall be final and binding on the successful Applicant, the HBOCWW will treat it as a case of breach of Service Level Agreement.
- 12) The successful Applicant shall be exempted from any delays on SLA parameters arising from the delay in approvals, reviews, suggestions etc. from the Board's side. Any such delays shall be notified in written by the Board.
- 13) HBOCWW will review the performance of Agency against the SLA parameters each 3 months, or at any periodicity defined in the contract document. The review / audit report will form basis of any action relating to imposing penalty or breach of contract. Any such review / audit can be scheduled or unscheduled. The results will be shared with the successful Applicant as soon as possible.
- 14) Selected applicant shall submit indemnity bond as per format enclosed in Annexure 9 on Rs. 100/- stamp paper indemnifying the company against any kind of risk or loss in respect of the Vehicle based mobile Play School indicating the work order No. and Location of the site. The Indemnity Bond (in Original) should be submitted before issue of Work order.

4 Annexure

4.1 Applicant Details

1.

#	Particulars	Details
1	Agency Name and Address	
2	Person to be contacted	
3	Designation	
4	Mobile No.	
5	Email ID	
6	Telephone/Fax no.	

Thanking you,

Yours Faithfully

Date:

Place:

(Signature and Official Stamp)

4.2 Annexure 1: Technical Bid Format

Technical Proposal Covering Letter

Covering Letter (To be submitted on the letterhead of the Applicant) {Location,
Date}

To
The Secretary,
HBOCWW,
Bays 29-30
Sector 4
Panchkula

Ref: Reference No.

Subject: **Submission of proposal in response to the RFQ to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana**

Dear Sir,

Having examined the RFQ document, we, the undersigned, herewith submit our proposal in response to your RFQ Notification number..... for to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana. We have read the provisions of the RFQ document and confirm that we accept these. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.

1. We agree to abide by this proposal, consisting of this letter, the detailed response to the RFQ and all attachments.
2. We would like to declare that we are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment, and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
3. We would like to declare that there is no conflict of interest in the services that we will be providing under the terms and conditions of this RFQ.

4. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification.
5. We understand you are not bound to shortlist/accept any or all the proposals you receive.
6. We hereby declare that we qualify and fulfil all the eligibility criteria mentioned in the RFQ.

Our correspondence details with regards to this proposal are:

#	Information	Details
1	Name of responding Applicant:	
2	Address of responding Applicant:	
3	Name, Designation and Address of the contact person to whom all references shall be made regarding this EoI:	
4	Telephone number of contact person:	
5	Mobile number of contact person:	
6	Fax number of contact person:	
7	E-mail address of contact person:	

We hereby declare that our proposal submitted in response to this RFQ is made in good faith, and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

Authorized Signatory

Name :
Designation :
Date :
Time :
Seal :
Business Address :

4.3 Annexure-3: Declaration for not being under an ineligibility for corrupt or fraudulent practices or blacklisted.

<< (Bidder shall submit the Declaration/Affidavit on duly notarized Stamp paper of Rs.100/-)>>

Date: dd/mm/yyyy

To,
Secretary,
HBOCWBB,
Bays 29-30, Sector 4
Panchkula

Reference: **Selection of Agency to provide operations & services of Mobile Play School for Children of Construction in the state of Haryana**

<RFQ REFERENCE NUMBER>

Dated <DD/MM/YYYY>

Subject: **Declaration for not being under an ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government or Public Sector Units in India**

Sir/ Madam,

We, the undersigned, hereby declare that We are not under a declaration of ineligibility / banned / blacklisted by any State or Central Government / any other Government institutions in India for any reason as on last date of submission of the Bid or convicted of economic offence in India for any reason as on last date of submission of the Bid. We hereby also declare that

1. We are not convicted for any of the following offenses under the Prevention of Corruption Act, 1988; Or
2. We have not been convicted under any Indian Penal Code or any law in force, for creating public injury to person or property or risk to public health as a part of execution of public procurement contract ;

3. We have not been blacklisted/banned/debarred by any Government (State/Central) / Semi Government/ Corporation / PSU in India in last 3 years;
4. We have not violated the code of integrity in last 03 years;
5. Our Security Deposit or EMD or performance security deposit or any other deposit was not withheld (fully or partly) by the purchaser during any procurement process or contract execution undertaken by purchaser in last 2 years;
6. We have not withdrawn our bids post submission of the same. (Maximum incidents are limited to 3)
7. If Owner / Partner / Director / Trustee of the organization is Owner / Partner / Director / Trustee of any other organization
8. We hereby declare that Our Owner / Partner / Director / Trustee are not Owner / Partner / Director / Trustee of any other organization which is presently blacklisted / Banned / Suspended by the Government / Semi-Government / PSUs, and any other organization.

Thanking you,

Yours faithfully

Signature of Authorised Signatory (with official seal) & Date

Name :

Designation :

Address :

Telephone :

Fax :

E-mail address :

4.4 Annexure-4: General Profile of the Company/Agency/NGO (Trust or Society or Non Profit Company).

The Applicant should provide details of the projects executed in following format:

#	Particulars	Attachments	Details
1	Name of the Organization		
2	Date of Agency's Establishment		
3	Registration Authority/Act		
4	Validity of Registration		
5	Date of Renewal of Registration		
6	Type of Agency (Institute/NGO/Trust)		
7	Country of Registered Office		
8	Address of Registered Office with Telephone Nos., Fax, Email and website		
9	Address of facilities in India with Telephone Nos., Fax, Email and website		
10	Address of Office in Haryana with Telephone Nos., Fax, E-mail and website		
11	Company Registration Details		
12	Details of ISO Certificates		
13	GST Registration Number (with document evidence)		
14	PAN NO (with documental evidence)		
15	Turn over for last three years (Audited Annual Accounts and Annual Reports of three accounting years to be submitted)		
16	No. of years of Operation in India		

Signature of Authorised Signatory (with official seal) & Date

Name :

Designation :

Address :

Telephone :

Fax :

E-mail address :

4.5 Annexure 5: Human Resources Details

#	Name of Staff Member	Age	Years of experience	Qualification	Number of years associated with Agency	Brief nature of work done
1						
2						

Agency needs to provide details of resources proposed for the Assignment project

Please provide details CV/Resume for each Project Team Member in following format:

#	Item	Details
1	Name	
2	Specify role to be played by him/her	
3	Current job title	
4	Date of Birth	
5	Gender	
6	Languages Known	
7	Educational Qualifications	
9	Total Work Experience in years	
11	Details of Experience (In Descending Order of date)	Name of Organization From Date To Date Role
12	Current job responsibilities	
14	Skill sets	
15	Highlights of similar assignments handled	Name of the Assignment Client Name Project Brief Role Played Period Activities Undertaken by the personnel

16	Highlights of other assignments handled	Name of the assignment Client Name Project Brief Role Played Period Activities Undertaken by the personnel
----	---	---

Signature of Authorised Signatory (with official seal) & Date

Name :

Designation :

Address :

Telephone :

Fax :

E-mail address :

4.6 Annexure 6: Name and Details of the person to whom all references shall be made regarding the RFQ

Name	
Designation	
Address	
Mobile No	
Telephone	
Fax	
E-mail address	

Signature of Authorised Signatory (with official seal) & Date

Name :
Designation :
Address :
Telephone :
Fax :
E-mail address :

4.7 Annexure 7: Financial Capability of Agency

<On the letterhead of the Chartered Accountant >

<To be submitted along with Audited Financial Statements to demonstrate that they meet the requirements>

Date: dd/mm/yyyy

To,

The Secretary,

Haryana Building and Other Construction Workers Welfare Board.

Bays 29-30,Sector4

Panchkula

Reference: Selection of Agency to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana

<RFQ REFERENCE NUMBER>

Dated <DD/MM/YYYY>

Sir/ Madam,

We have examined the books of accounts and other relevant records of <<Agency>>. On the basis of such examination and according to the information and explanation given to us, and to the best of our knowledge & belief, we hereby certify that the annual turnover, Profit before Tax and Profit after tax for the three years was as per details given below:

Information from Balance Sheets (in Indian Rupees)			
Section No.	2020-21	2021-22	2022-23
Annual Turnover			
Profit Before Tax			
Profit After Tax			
Average Annual Turnover for last 3 years			
(Signature of the Chartered Accountant)			

Name :

Designation :

Membership Number :

Date :

4.8 Annexure 8: Project Details

The Applicant have to submit details of similar project such as Works services/experience means setting up/ manning/running responsibility of Education of Children/Welfare Activities independently with any Government /State Government/Municipal Corporation/Councils/ Semi Government/ PSU/ Public Organizations in India.

Project Title: (Attach separate sheet for each Project)			
Name of Client		Address	
Type of Client		Value of the Grant/ Assignment/Project	
		Order date	
Nature of Assignment and no. of kids		Start Date (month/year):	
		End Date (month/year):	
Works services/experience means setting up/ manning/running responsibility of Education of Children/Welfare Activities independently with any Government /State Government/Municipal Corporation/Councils/ Semi Government/ PSU/ Public Organizations in India.			
Referrals (Client side): Provide one referral only.	Name		
	Designation		

	Role in the Project:	
	Contact Number	
	Email Id	
Brief Description of Assignment/Project:		

Document Attached:

Sr.	Document	Attached (Yes/No)	Page No.
1	Work order or Contract documents or Completion Certificates from the client.		

Signature of Authorised Signatory (with official seal) & Date

Name :
Designation :
Address :
Telephone :
E-mail address :

4.9 Annexure 9: INDEMNITY BOND

[To be furnished by the Applicant on Rs.100 Stamp Paper]

THIS INDEMNITY BOND made on this day of has been executed by M/s..... hereafter called the INDEMNIFIER (which expression shall mean and include unless inconsistent with context or repugnant thereto, their legal representative, successor interest, executors, administrator and assigns) in favour of the Haryana Building and Other Construction Workers Welfare Board & the Company/Agency/NGO (Trust or Society or Non-Profit Company) registered under the having its head office at, hereinafter called in NGO (Trust or Society or Non-Profit Company) (which expression shall mean and include unless a consistent with the context or repugnant thereto, their legal representative, successors in interest, executors, administrators and assign) under the circumstances and terms and conditions set forth herein below>

WHEREAS the indemnifier by a work order No..... datedhas agreed with the Company/Agency/NGO for.....

AND WHEREAS the Company/Agency/NGO has authorised the indemnifier to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana.

AND WHEREAS the company has desired the indemnifier to executes and indemnity bond indemnifying the Company/Agency/NGO against all losses and risk of any kind in respect of the materials held during the period it is under their custody for the above work to which the indemnifier has agreed.

THIS BOND witnessed that in considered of the company authorizing to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana the indemnifier undertake to make delivery of the materials on behalf of the company correctly and according to the specification given in the work order referred to above and to be responsible for the custody and protection of the materials against all risk and to indemnify the company agreed all losses, damages deterioration, theft, proceedings, claims demands, expenses and liabilities whatsoever in respect of or arising out or in any may relating to the said materials till it is delivered back by them to the company or its authorized representative and in the event of non-delivery, the Company/Agency/NGO shall be in liberty to realize the same through court and all suit for proceedings for enforcement of the reliefs aforesaid will be settled in the court at Haryana.

IN WITNESS WHERE OF the indemnifier hereto has signed and delivered this bond
at Mumbai on date and year first above written.

INDEMNIFIER

WITNESS:

1. 2.
.....
3.

4.10 Annexure 10: Bid Proposal: Application from Company/Agency/NGO/firms to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana.

Covering Letter (To be submitted on the letterhead of the applicant)

{Location, Date}

To,

The Secretary,

HBOCWW

Bays 29-30

Sector 4

Panchkula

Subject: Application from Company/Agency/NGO/firms to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana.

Dear Sir,

We hereby offer to submit the request for Application to provide operations & services of Mobile Play School for Children of Construction Workers in the state of Haryana. We have read and understood the contents of the information provided herewith and further state that we accept and abide by the terms & conditions specified therein.

I / We submit the bid for “batch of 30 Children in each Mobile Play School.

- The applicant shall submit the bid on their letter head duly signed and stamped by authorized signatory, in sealed envelope.
- Bidder should provide all prices as per the prescribed format. Bidder should not leave any field blank. In case the field is not applicable, Bidder must indicate “0” (Zero) in all such fields.
- HBOCWW Boards decision shall be final and binding on all.

We affirm that the entire duration of the project is 1 year.

We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information/documentary proof in this regard before evaluation of our EoI, we agree to furnish the same in time to your satisfaction.

Yours faithfully,

Authorized Signatory Name
& Designation:

Date :

Seal :

Business Address :