

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	04-04-2026 17:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	04-04-2026 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Assam
विभाग का नाम/Department Name	Administrative Reforms And Training Department Assam
संगठन का नाम/Organisation Name	Assam Administrative Staff College
कार्यालय का नाम/Office Name	Jawahar Nagar Khanapara
वस्तु श्रेणी /Item Category	Financial Audit Services - Audit report; CA Firm
अनुबंध अवधि /Contract Period	1 Year(s) 3 Month(s) 2 Day(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)

बिड विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	3 Days
अनुमानित बिड मूल्य / Estimated Bid Value	300000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	17

(a) ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Director of Training
Jawahar Nagar Khanapara, Administrative Reforms and Training Department Assam, Assam Administrative Staff College,

(Assam Administrative Staff College Society)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

3. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company's existence as per ICAI certificate 5 Years

Number of years of experience as on date of which at least XX years should be in internal/external audit of companies, PSUs and centrally funded institutions. 5 Years

Financial Audit Services - Audit Report; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Audit report
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	Internal Audit

विवरण/ Specification	मूल्य/ Values
Category of Work under Financial Audit	Audit of financial statements , Internal control of financial , Reliability of financial reporting , Compliance with law & regulations , Bank Transactions , Internal Control over Financial Reporting
Type of Industries/Functions	Purchase & Procurement , Inventory & Store management , Operational & Administrative , Fixed assets, depreciation and amortisation , Payables , Receivables , Cash and Bank Balance
Frequency of Progress Report	Monthly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Rohan Das	781022,Jawaharnagar Khanapara Guwahati	Project / Lumpsum Based	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a.

Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

2. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

Assam Administrative Staff College Society

Account No.

33282865457

IFSC Code

SBIN0010669

Bank Name

State Bank of India

Branch address

IIBM, Jawaharnagar, Khanapara, Guwahati

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.

12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



Additional Terms & Conditions (ATC)

A. Eligibility Criteria

1. The bidder must be registered with the Institute of Chartered Accountants of India for at least 5 years as on the last date of bid submission.
2. The firm must have a Registered Office in Guwahati.
3. The bidder must have completed at least 3 (three) audit assignments of any Government/Public Sector Entities during the last 3 financial years.
4. The firm must possess valid GST registration and PAN.
5. The firm must not be blacklisted by any State/Central Government department, PSU, or statutory body.

B. Submission of Bid

1. Bids must be submitted online through the GeM portal within the prescribed time.
2. The bid shall consist of two parts:
 - Technical Proposal
 - Financial Proposal
3. All required documents, declarations, and supporting proofs must be uploaded.
4. Multiple bids by the same firm shall lead to disqualification.

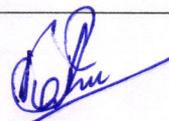
C. Evaluation Process

1. Financial bids of technically qualified firms will be opened online on the GeM portal.
2. The contract will be awarded to the Lowest (L1) bidder among the technically qualified firms.

D. Audit Scope & Reporting Requirements

I. The Auditor shall:

- Examine the adequacy and effectiveness of the financial management system and internal controls.
- Verify maintenance of proper books of accounts, supporting documents and records.
- Review receipts, payments, bank reconciliation statements, advances and assets.
- Verify utilization of funds as per approved guidelines and objectives of the programme/scheme.







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- Ensure compliance with applicable procurement rules, statutory provisions (GST, IT, TDS etc.) and other relevant laws.
 - Confirm that the financial statements are prepared in accordance with generally accepted accounting principles and present a true and fair view
 - Conduct audit in accordance with the standards issued by the Institute of Chartered Accountants of India and issue a clear audit opinion (Unqualified / qualified etc.,).

II. Management letter

The auditor shall issue a management letter highlighting:

- Weakness/deficiencies in internal controls
- Observations on accounting procedures and documentation
- Non-compliance if any with financial guidelines or funding conditions.
- Status of previous audit observations.
- Recommendations for improvement.

III. Period & Reporting

- Audit shall be conducted annually.
- Annual Audit Report shall be submitted latest within four (4) months from starting of audit procedure. The Concurrent Audit Report shall be submitted quarterly, within 15 days from the end of each quarter.
- Three (3) signed copies of the Audit Report and Audited Statements shall be submitted.
- Annual Audit shall be for FY 2024-25, 2025-26 and concurrent audit for FY 2026-27.

IV. Additional Responsibilities of the Auditor

- Deploy a qualified audit team under supervision of a Partner/senior Member with minimum 5 years' post-qualification experience.
- Ensure timely completion of audit and submission of reports.
- Maintain professional conduct and confidentiality during the assignment.
- Coordination/assistance during future statutory audits/enquiry etc.
- A draft report shall be reviewed to ensure submission of all required reports in the prescribed format within the agreed timeline and full coverage of the approved scope of work.

E. Payment Terms

1. Audit fee shall be paid on lump sum basis as quoted in the financial bid.
2. GST shall be paid as applicable.
3. Payment shall be released after submission and acceptance of the Audit Report.

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4. Statutory deductions shall be made as per applicable laws.

F. General Conditions for bid

1. Any attempt to influence the evaluation process will result in rejection of the bid.
2. Failure to accept the appointment or complete the assignment may lead to cancellation and blacklisting.
3. The Authority reserves the right to cancel or modify the tender without assigning any reason.

G. Termination Clause

1. Termination by the Authority: The Authority reserves the right to terminate the contract at any time by giving 15 (fifteen) days written notice without assigning any reason.
2. The contract may be terminated immediately by the authority in case of:
 - Submission of false information or documents
 - Non-performance or unsatisfactory performance
 - Failure to adhere to prescribed timelines
 - Breach of any terms and conditions of the contract
3. Termination by the Auditor: The Auditor may terminate the contract by giving 3 (three) months' prior written notice to the Authority, clearly stating the reasons for termination. The Auditor shall be responsible for completing all assigned work up to the notice period or as directed by the Authority.
4. In case of termination by either party, payment shall be made only for services satisfactorily performed up to the date of termination, subject to certification by the Authority.
5. Termination shall be without prejudice to any rights or remedies available to the Authority under applicable rules.

H. Minimum Required Documents to qualify the Technical Bid

1. Firm Registration & Legal Documents
 - Filled up Firm profile as per Annexure 1 along with all documents mentioned in the particular Annexure.
 - GST Undertaking as per Annexure 3.
2. Office Location Proof
 - Proof of Registered Office in Guwahati.

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3. Experience Documents

- Copies of Appointment Letters/Work Orders/Agreements for at least 3 (three) Public Sector audit assignments during the last 3 financial years (2022-23, 2023-24, 2024-25).

4. Financial Documents

- Self-attested copies of Audited Financial Statements of the Firm (last 3 financial years).
- Turnover details as required in Annexure-1.

5. Mandatory Forms & Declarations

- Annexure-1: Firm Profile (duly filled and signed).
- Annexure-2: Self-Declaration (Non-Blacklisting) on firm's letterhead.
- Signed copy of ATC document (each page signed).

The above list of documents constitutes the minimum mandatory documents required for eligibility and technical evaluation. Failure to submit the required documents shall render the bid liable for rejection.



A handwritten signature in blue ink, consisting of stylized initials and a surname, positioned above a horizontal line.



A handwritten blue arrow pointing downwards, followed by the initials 'Rn' in blue ink.

Annexure – 1

Profile of the Applicant
(To be furnished along with the Technical Proposals)

Sl. No.	Particulars	Details
1.	Name, Contact detail and Address of the CA Firm	
2.	Date of Registration with Institute of Chartered Accountants of India <i>(Self-attested copy of Registration Certificate issued by Institute of Chartered Accountants of India to be furnished)</i>	
3.	Details of empanelment with Comptroller & Auditor General of India <i>(Self-attested documents for proof)</i>	
4.	Details of partners and qualified employees of the firm as on 1 st January 2025. <i>(Self-attested copy of latest Constitution Certificate from Institute of Chartered Accountants of India to be furnished)</i>	a) Name of the Partner/Qualified Employee (full time): b) Membership Status: FCA/ACA c) Date of Registration with ICAI: d) Date of Joining with the firm:
5.	List of Public Sector clients audited by the firm during last three financial years i.e., 2022-23, 2023-24 and 2024-25. <i>(Copy of the letter of Appointment to be attested)</i>	1. Name of the Client 2. Year of Audit 3. Date of Appointment
6.	Details of registration with GST and IT authority. <i>(Self-attested copies of GST Registration and IT returns 2022-23, 2023-24, 2024-25)</i>	
7.	Escalation Matric for grievance redressal	

Note:

- (i) Information may be furnished in separate sheet (s) wherever necessary.
- (ii) In case of documents, they should be self-attested.

Date:

Place:

Signature of Partner/ Proprietor

**Annexure – 2: Declaration
(On the letter head of the Firm)**

Self-Declaration (Non-Blacklisting)

To,
The Director,
Assam Administrative Staff College Society
Office Address: Assam Administrative Staff College
Khanapara, Guwahati – 781022

In response to the GeM Bid (Reference No.) issued by the Assam Administrative Staff College Society for appointment of Auditors for financial year 2024-25 and 2025-26 and concurrent auditor for FY 2026-27. I/we do hereby declare that:

- a) We are eligible to be appointed as the Internal/Concurrent Auditor of Assam Administrative Staff College Society if selected through this tender process.
- b) Neither our firm or any of our partners or qualified employee has been blacklisted/declared ineligible for corrupt and fraudulent practices by any State or Central Government Agency/ Entity/ Institutions including PSUs and which is currently in force.
- c) The documents and information furnished along with our proposal is true and correct.
- d) There exists no situation that could amount to conflict of interest as per Rule-6 APPR, 2020, if appointed as the Internal/concurrent Auditor for the financial year 2024-25, 2025-26 and FY 2026-27.
- e) We will be liable for disqualification and debarment by the Tender Inviting Authority if our declaration and other submissions are found to be false subsequently.

Thanking you, Yours Faithfully,

Signatures _____
Name _____
Seal of the CA Firm _____
FRN: _____
Place: _____
Date: _____

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**Self-Undertaking for Payment of Statutory Taxes
(For New Tender Submission)**

To,

The Director,
Assam Administrative Staff College Society
Office Address: Assam Administrative Staff College
Khanapara, Guwahati - 781022

Subject: Self-Undertaking regarding payment of statutory taxes before applying for tender
Tender/Bid Reference No & Date: _____

1. I/We have duly paid and cleared all statutory taxes, cess, dues, and levies payable to Local Authorities, Panchayats, Municipalities, State Government, and the Central Government up to the date of this tender submission and undertake to promptly discharge any such dues that may arise during the tenure of the contract.
2. I/We shall be solely responsible for payment of all applicable taxes, including GST, duties, license fees, cess, and any other statutory liabilities arising in connection with the performance of the contract.
3. I/We undertake to immediately inform the Procuring Entity of any statutory revision, demand, or default and shall bear complete responsibility for settlement of such dues, keeping the Procuring Entity fully indemnified against any liability in this regard.
4. I/We hereby confirm that all notices, demands, or proceedings issued by any Tax Authority up to the date of this submission have been duly complied with and settled. Any *outstanding demand has been disclosed to the Procuring Entity, and I/We undertake to settle the same before award of contract, keeping the Procuring Entity indemnified against any liability.*
5. In case of any reduction in the rate or amount of GST, taxes, duties, or levies after the Notification of Award, the corresponding benefit shall be duly passed on to the Procuring Entity without delay.
6. This undertaking shall remain valid and binding for the entire duration of the tender evaluation and, if awarded, for the full tenure of the contract including any extensions, until its closure.
7. I/We understand that at any stage if it is found that any statement or document submitted is false/forged/invalid, the Procuring Entity has discretion to terminate the contract and proceed with alternate arrangements as per the tender's risk purchase clause if any.

I/We declare that the above statements are true to the best of my/our knowledge and belief.

Authorized Signatory

Name: _____

Designation: _____

Firm/Company Name: _____

Date: _____

Place: _____

Company Seal:

RBR