

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)
O/O General Manager Kodagu Telecom District
Madikeri - 571 201.

KODAGU T.D.

No.KDGTD/ NIT.W.2/MM/TEND/ PC Printer/2009-10/1 dated @ MCA -29.09.2009

NOTIFICATION INVITING TENDER

Sealed tenders are invited by the General Manager, Kodagu Telecom District, Madikeri – 1 on behalf of the BHARAT SANCHAR NIGAM LIMITED for supply of **Computers,Printer,Branded** like HP,WIPRO,COMPAQ, etc. to the Kodagu SSA for the year 2009-10 from the Manufacturer / Distributors / Authorised Dealers.

The intending suppliers may obtain the Tender document from the Sub Divisional Engineer(Material Management), 2nd Floor, O/o G.M. Telecom, Kodagu. TD, Madikeri on any working day from 10-10-2009 to29-10-2009 between 1000 Hrs to 1500 Hrs by producing Cash receipt for Rs.563/- (Rs 500/- + KST) paid in cash at cash counter of Accounts officer(Cash) O/o G.M. Telecom, Kodagu TD, Padmavathi Complex, Gowli Street Madikeri – 571201 or DD drawn in favour of "BSNL Kodagu TD Madikeri – 571201" which is non-refundable. The documents may also be down loaded from the BSNL Web site www.karnataka.bsnl.co.in the tender may be submitted with an application fee of Rs. 563/- in the form of DD in addition to the EMD with Certificate as per the format available below

CERTIFICATE

(For downloading of Tender document from Web Site)						
I	(authorized si	gnatory) hereby o	declare that the ter	ıder		
document subn	nitted has been do	wnloaded from	the website, and	no		
addition/deletion	/correction, has been	made in the profe	orma downloaded. I	also		
declare that I ha	ve enclosed a DD for	Rstov	wards the cost of Ter	ıder		
document along v	with the EMD.					
Place	Signatur	e of the Tenderer/A	Authurised Signatory	:		
Date	Name of the Te	nder	:			
	Seal of the Tend	erer	:			
The EMD	Rs. 3750/- (Rupees T	hree thousand se	even hundred and f	ïfty		
only) should be	paid through DD draw	n in favour of "BS	SNL Kodagu, Madike	eri –		
571201 ''			-			
The Last Date for	Sale of Tender Documen	ts 29-10-2009	up to 1300 hrs.			
The Last Date of a	cceptance of Tender Sch	edule 29.10.2009	up to 1400 hrs.			
The Last Date of C	Opening of the Tenders	29 .10.2009	at 1500 hrs.			
The Gene	ral Manager Telecom, I	Kodagu. TD, Madik	eri – 571201 reserves	the		
right to reject any	y or all tenders without	asigning any reaso	n whatsoever. No ter	nder		
schedule will be si	applied by POST / Cour	ier.				

- Sd-D.E.(A &P), O/O GMT Madikeri 571201

INSTRUCTIONS AND GUIDELINES TO THE TENDERERS (GENERAL CONDITIONS)

The Invitation of this bid is open to Indian National only up to the date of submission.

- 1. The tender should be written in English. The Tenderers shall quote the rates in figures as well as in words. In case of discrepancy the rates in words will prevail.
- 2. The tender shall be operative for a period of 1 (one) year from the date of awarding of the tender.
- 3. No responsibility for postal delay will be accepted and no extension of time will be granted.
- 4. SUBMISSION PROCEDURE: The tender bid should be submitted to the General Manager Telecom, Kodagu Telecom District, Madikeri 571201 in annexure given in the Tender Schedule in a sealed cover, superscribed as "Tender for Supply of PCPrinters." giving name and address of tenderer. The sealed cover should be addressed to

"Smt Shymala Bhat, Divisional Engineer (Planning), Ist Floor, O/o GMT, Kodagu Telecom District, Madikeri-1". The sealed cover should reach this office on or before 1400 Hrs of 29-10-2009 and the same will be opened in the presence of such of those tenderers or their representatives at 1500 hrs on the same day.

- 5. Bid documents should comprise (1) Technical Bid & (2) Financial Bid in separate covers and both these covers should be kept in a single sealed cover and addressed to Smt Shymala Bhatt D.E.(Planning), % GMT Madikeri 571201 and should be superscribed as "Tender for Supply of PC Printer".
- 6. The work will be awarded to one or more tenderers either fully or partly, based on the Tender Evaluation Committee recommendations.
- 7. The General Manager Telecom, Kodagu Telecom District, Madikeri reserves the right to extend or reduce the period of contract at the same terms and conditions of the contract.
- 8. Tenders of those Firms, which do not confirm according to the specifications and do not specify the make, will be rejected.
- 9. Tenderer shall attest all the corrections in the tender and non-compliance with this instruction would likely render the tender for rejection.
- 10. No adjustment will be made for the EMD money of the tenderer for the earlier tenders lying with this office. Separate deposit should be made for the tender.

11.QUOTATION:

a)The price of each item must be quoted separately for computers, Printers The rate should be inclusive of all taxes, duties,

Insurance, freight, packing and other levies if any, at Kodagu Telecom District including installation of system testing commissioning training and free maintenance during warranty period.

- b)Rates should be quoted for each item separately per unit basis.
- c)The systems should be installed wherever required in Kodagu Telecom District. The tender document in which quotation is given should have been purchased in the name of the tenderer only.

12. EARNEST MONEY

- 12.1. A Sum of Rs. 3750/- (Rupees Three thousand seven hundred and fifty only) in the form of Demand Draft drawn in favour of "BSNL, Kodagu. TD, Madikeri" payable at Madikeri should be enclosed along with the tender. The Earnest Money Deposit shall also be forfeited in case the successful tenderer does not deposit Security Deposit within the time specified and the tenderer will be black listed. The tenders received without Earnest Money Deposit shall be rejected. In case of unsuccessful Tenderers, the EMD will be refunded after finalisation of the tender without any intrest.
- 12.2) Payment of Earnest Money Deposit is exempted for the following categories of Tenderers.
- a)Firm registered with DG S & D for supply of Equipment.
- b)Public sector under-taking which are Registered with the Department of DG S & D.
- c)Small scale industries, Units which are listed with the National Small Industries Corporation and in effect treated automatically Registered with DG S & D under revised scheme of single point Registration. Attested Photostat copies of necessary certificates issued by the concerned authorities, which shall be current, should accompany the tender for claiming the exemption.
- 12.3) Pre-receipt for Rs. 3750/- (Rupees Three thousand seven hundred and fifty only) should be enclosed along with the tender (in case who paid the EMD by cash/DD at the time of submitting Tender) for the purpose of refund of E.M.D. after finalization of tender to unsuccessful tenderer.

- 13) SECURITY DEPOSIT. The successful tenderer/tenderers, should pay a sum equivalent to 7.5% of the value of P.O. proposed to be placed in the form of DD / Bank Guarantee issued by any Nationalised Bank/Scheduled Bank as Security Deposit(SD) within the specified time in favour of the "BSNL, Kodgu TD Madikeri". The purchase order will be given after the receipt of the SD. The SD will be kept till the end of warranty period of items supplied. No interest will be paid on SD. In case of Breach of any of the terms of contract or failure to comply with the work order, the SD of the contractor is liable to be forfeited in favour of the BSNL. If the approved tenderer supplied the material of poor quality or fails to accept the order and / or fails to carry out the work as ordered as per the tender conditions, his/her tender will be cancelled / contract will be terminated and the SD+EMD will be forfeited and the tenderer will be black listed.
- 14) EVALUATION CRITERIA: The comparison in evaluation shall be with reference to Net Price of goods offered inclusive of all taxes and charges as follows:

Unit Price(Basic Price + Excise Duty + VAT + Freight & Forwarding + Insurance Charges + Any other levy/charges) = Total Price Less Discount offered if any = Net price Quoted.

15) OTHER TERMS AND CONDITIONS OF THE TENDER

- 15.1) Throughout this document, Kodagu Telecom District or Purchaser means The General Manager, Kodagu Telecom District Madikeri or any officer authorised by him. Contractor or Supplier means successful Tenderer or Tenderers.
- 15.2) The purchaser may terminate the contract at anytime without giving any notice if the work carried out ,goods supplied is not satisfactory..
- 15.3) Purchaser will not reimburse any charges for losses/damages suffered by the contractor while carrying out on the accepted tender.
- 15.4) The contractor(s) shall be responsible for any losses or damages etc that may occur during execution of work and shall pay compensation to his/their workmen payable under workmen's Compensation Act 1923(VII) for injuries caused to workmen. If such compensation is paid by the purchaser as principal employer under the Sub Section(1) of section 12 of the same act on behalf of the contractor it shall be recovered by the purchaser from the contractor under the Sub Section(ii) of the said section from the security Deposit or any other dues payable including bill due to be paid by the purchaser to the contractor(s) on any account. Page 4

- 15.5) In case of any damage/loss, caused by the contractor or his workmen to the office infrastructure, cost will be recovered from bill/SD payable to contractor, or from SD.
- 15.6) The approved contractor shall in no circumstances sublet the contract. If any dispute, difference or rejection what so ever shall arise in any way connected with or arising out of this contract or in operations of any part there of are the rights duties or liabilities of either party the decision of which is not otherwise provided for, the decisions of the GMT, Kodagu, TD, Madikeri shall be final and binding on the tenderer.
- 15.7) The right to reject any or all the tenders so received without assigning any reason is reserved by the GMT, Kodagu, TD, Madikeri.
- 15.8) All the conditional tenders will be rejected.
- 15.9)GMT,Kodagu,TD, Madikeri reserves the right to award part or full of the tender work to one or more tenderers in equal percentage given for all successful tenderers in each item.
- 15.10) Tenderer will have to furnish a documentary proof showing their competency to execute the work satisfactorily.
- 15.11) The items will not be purchased in bulk, but may be spread over during the currency of the tender. The requirement indicated is approximate and subject to variation. GMT,Kodagu,TD, Madikeri reserves the right to increase or decrease quantities of purchase mentioned in the tender upto 50%.
- 15.12) The purchaser reserves the right to disqualify such bidders who have a record of not meeting the contractual obligations against earlier contracts entered into with the purchaser.
- 15.13) The tenderer should be authorised dealer or manufacturer to supply and install all tendered equipment in India.
- 15.14)Influencing in any means by the tenderer will lead to rejection of the tender.
- 16) CONSIGNEE: As per purchase order

17)PAYMENT TERMS:

50% of payment shall be made by the consignee against delivery and rest 50% after successful commissioning of the system acceptance of the system. For claiming 50% payment, the document SL.NO. (1) to (III) and for claiming balance 50%, documents at SL.NO. (iv) listed below are to be produced before the paying authority. Page 5

- (i)Invoice
- (ii)Delivery Challen.
- (iii)Receipt of the consignee.
- (iv)Installation, test certificates from the consignee(taking over certificate) and warranty Certificate.Despatch intimation is to be given to Divisional Engineer(Planning), Padmavathy Complex, first Flr, O/o General Manager Telecom, Kodagu TD, Madikeri.
- 18) PRICE: Price quoted by the tenderer shall remain fixed during the entire period of tender and shall not be subjected to variation on any account. The tender submitted with an adjustable price quotation / conditional quotation will be rejected.
- 19) DELIVERY: Entire equipment shall be delivered in one lot within four weeks of placement of purchase order. Installation and commissioning of the equipment shall be carried out by the supplier and shall be completed within four weeks after the contracted delivery period of four weeks. The supplier will install, test, commissioning the entire equipment system in Kodagu SSA in the presence of purchaser's nominee at sites. All the software / Hardware Operating manuals must be supplied in sealed condition, with the original producer / Manufacturer's seal intact. Open item will be returned back. A packing list should be supplied seperately from the packing cases giving clear indication of items available in each packing case, items are to be delivered to the destination as mentioned in the in PO at the cost of supplier.

20)MAINTENANCE CONTRACT FOR THE GUARANTEE / WARRANTY PERIOD:

The tenderer has to carry out full comprehensive maintenance for the entire hardware for the period of 2(two) years for personal computer Printers, from the date of successful commissioning. The tenderer should have a branch office or authorised service centre at Madikeri with telephone number and trained service engineers, with satisfactory infrastracture for testing, repairing and maintenance.

21) WARRANTY:

The PC printers should have 2(two) years warranty from the date of installation. The supplier shall wanrrant that stores to be supplied shall be new and free from all defects and faults in material, workmanship and manufacture and shall be of the highest grade and consistent with the established and generally accepted standards for materials of the type ordered and shall perform in full conformity with the specifications and drawings. The contractor shall be responsible for any defects that may develop under the conditions provided by the contract and under proper use, arising from faulty materials, design or workmanship such as corrosion of the equipment, inadequate quantity of materials to meet equipment requirements, inadequate contract protection, deficiencies in circuit design and / or otherwise and shall remedy such defects at his own cost when called upon to do so by the purchaser who shall state in writing in what respect the stores are faulty.

21.1)If it becomes necessary for the contractor to replace or renew any defective portion / portions of the equipment under this clause, the provisions of the clause shall apply to the portion / portions equipment so replaced or renewed or until the end of the above mentioned period of 3 years, whichever may be later. If any defect is not remedied within a reasonable time, the purchaser may proceed to do the work at the contractor's risk and expenses, but without prejudice to any other rights which the purchaser may have against the contractor in respect of such defects.

21.2)Replacement under warranty clause shall be made by the contractor free of all charges at site including freight, insurance and other incidental charges.

22)TESTING

All the equipment Hardware / Software will be tested and demonstrated keeping general guidelines for tests of BSNL functionality, compatibility & features as well as any other prescribed test. The installation is supposed to be completed only after the purchaser is satisfied with the performance of the entire system and its taking over at each site in Kodagu TD.

23)INSPECTION AND TESTS

a)Should any inspected or tested goods fails to confirm the specifications, the purchaser may reject them and the contractor shall either replace the rejected goods or make alterations necessary to meet the specification requirements free of cost to the purchaser.

24)PRICES

- 24.1) a) Prices charged by the supplier for Goods delivered and services performed as per tender and shall not be higher from the prices quoted by the Supplier in his Bid.
- b) In case of revision of Statutory Levies / Taxes during the finalization period of the tender the purchaser reserves the right to ask for reduction in the prices.
- 24.2)a) Price once fixed will remain valid for the period of delivery. Increase and decrease of taxes / duties will not affect the price during this period.
- b) In case of delayed supplies after delivery period the advantage of reduction of tax / duty would be passed on to the purchaser and no benefit of increase in price will be permitted to the supplier if there is any increase in tax / duty.

25) CHANGES IN PURCHASE ORDERS:

- 25.1) The purchaser may, at any time, by a written order given to the supplier, make changes within the general scope of the contract in any one or more of the following. Drawings, designs or specifications, where Goods to be furnished under the contract are to be specifically manufactured for the purchaser, the method of transportation or packing; the place of delivery, or the services to be provided by the Supplier.
- 25.2) If any such change causes an increase or decrease in the cost of, or the time required for the execution of the contract an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any proposal by the Supplier for adjustment under this clause must be made within thirty days from the date of the receipt of the change in order.

26) DELAYS IN THE SUPPLIER'S PERFORMANCE:

- 26.1) Delivery of the Goods and performance of services shall be made by the Supplier in accordance with the time schedule specified by the purchaser in its Purchase Order. In case the supply is not completed in the stipulated delivery period, as indicated in the purchase Order, purchaser reserves the right either to short close / cancel this purchase order and / or recover liquidated damage charges. The cancellation / short closing of the order shall be at the risk and responsibility of the supplier and purchaser reserves the right to purchase balance unsupplied item at the risk and cost of the defaulting vendors.
- 26.2) Delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to any or all of the following sanctions, forfeiture of its performance security imposition of liquidated damages and / or termination of the contract for default.
- 26.3) If at any time during performance of the Contract the Supplier or subcontractor(s) should encounter conditions impending timely delivery of the goods and performance of service, the Supplier shall promptly notify to the purchaser in writing of the fact of the delay, its likely duration and its causes(s). As soon as practicable after receipt of the Supplier's notice, the purchaser shall evaluate the situation and may at its discretion extend the period for performance of the contract after mutual discussion with the supplier.
- 27)The tenderer should give a certificate that none of his / her such near relative is working in BSNL unit. (The unit is defined as SSA / Circle. Chief Engineer / Chief archt. / Corporate office for non-executive employees and all SSA in a circle including circle office/Chief Eng/Chief Archt./Corporate office for executive employees including those called as Gazetted officers at present.) , where he is going to apply for tender / work. In case of proprietorship firm certificate should be given by the propritor, for partnership firm certificate will be given by all the partners and in case of limited company by all the Directors of the company. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company or the concerned person. The company or firm or the person will also be debarred for further participation in the concerned unit.

28)LIQUIDATED DAMAGES.

The date of delivery of the stores stipulated in the acceptance of tender should be deemed to be the essence of the contract and delivery must be completed not later than the dates specified therein. Extension will not be given except in exception circumstances. Should however, deliveries be made after expiry of the contract delivery period, without prior concurrence of the purchaser and be accepted by the consignee, such deliveries will not deprive the purchaser of his right to recover liquidated damages under clause 27.2 above.

28.1) should the tenderer fail to deliver the stores or any consignment thereof within period prescribed for deliver the purchaser shall be entitled to recover 0.5% of the total cost of the purchase order will be charged per week of delay or part thereof, subject a maximum 5% will be charged. If no supply is made after 16 week of date of placing the purchase order, the tender will be cancelled and security deposit of the tenderer will be forfeited to BSNL.

29)FORCE MAJEURE:

29.1) If any time, during the continuency of this contract, the performance in whole or in part by either party or any obligation under this contract shall be prevented or delayed a reason of any war, or hostality, acts of the public enemy, Civil commotion sabotage, fires, floods, explosions, epidemics, quarantine, restrictions, strikes, lockouts or act of God(Herein after reffered to as events) provide notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall be reason of such claim for damages against the other in respect of such non performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event may come to an end or case to exist and the decision of the purchaser as to whether the deliveries have been so resumed or not shall be final and conclusive, provided further that if the performance, in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at his option terminate the contract.

30) PATENT RIGHTS

The supplier shall indemnify the purchaser against all 3rd party claims of infringement of patent, Trade Mark or Industrial design rights arising from the use of the goods or any part thereof in BSNL network.

31) TERMINATION FOR DEFAULT:

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- 31.1) The purchaser may without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part. If the supplier fails to deliver any or all of the goods within the time period(S) specified in the contract or any extension thereof granted by the purchaser pursuant to clause 12. If the supplier fails to perform any other obligation(S) under contract, and if the supplier, in either of the above circumstances,(S) does not remedy is failure within a period of 15 days (or such longer period as purchaser may authorise in writing) after receipt of the default notice from purchaser.
- 31.2)In the event the purchaser terminates the contract in whole or in part, percent to para the purchaser may procure, upon such terms and in such manner as it deems appropriate goods similar to those undelivered and the supplier should be liable to the purchaser from any excess cost for such similar goods. However, the supplier shall continue performance of the contract to the extent not terminated.
- 32)TERMINATION FOR INSOLVENCY: The purchaser may at any time terminate the Contract by giving written notice to the Supplier, without compensation to supplier, if the Supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has occrued or will accrue there after to the purchaser.

33) ARBITRATION:

33.1) In the event of any question, dispute or difference arising under this tender or in connection there with except as to matter the decision of which is specifically provided under this agreement, the same shall be referred to sole arbitration of the GMT,Kodagu TD, Madikeri or any official authorised by him. The decision of the arbitration shall be binding on both the parties. The decision of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reasons whatsoever such GMT Kodagu TD Madikeri or the said officer shall appoint another person to act as arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

The arbitrator may, from time to time with the consent of parties enlarge the time for making the publishing the award. Subject to aforesaid India Arbitration Act 1940 and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.

The venue of the arbitration proceeding shall be the office of the GMT Kodagu Madikeri,

34) LIST OF DOCUMENTS TO BE SUBMITTED

Technical Bid:-

- i) Companies profile along with the annual report.
- ii) Authorised distributor / dealer certificate for the systems offered to be produced if the tenderer is not a manufacturer.
- iii) Tenderer's service branch at Madikeri with details of contact person, phone no. etc. if any.
- iv) Declaration as in the Annexure I.
- v) Compliance regarding specification of items.
- vi) INCOME TAX / PAN NO. in r/o the firm.
- vii) Certificate as in the Annexure III to be given by tenderer as per para 27.
- Viii) Earnest money deposit for an amount of Rs.3750/- (Rupees Three thousand seven hundred and fifty only) in form of DD.
- IX) Pre-receipt for Rs.3750/- (Rupees Three thousand seven hundred and fifty only) for the

purpose of refund of E.M.D to unsuccessful tender.

Financial Bid:-

i) Annexure II with price, inclusive of all taxes.

-Sd-D.E.(Planning), % GM Telecom, Kodagu T.D. B.S.N.L. Madikeri – 575001.

ANNEXURE 1

DECLARATION FORM

From
То
The G.M. Telecom, Kodagu Telecom District, Madikeri – 571201.
Sir,
I have gone through the terms and conditions indetail laid down in the Tender dtdfor supply of
personal Computers, Printers AND OTHER Net Working Materials for the year 2009-2010 to the Kodagu SSA. I am agreeable to all the terms and conditions mentioned therein. I shall also abide by any other rules connected with the supply that may be enforced by the GM Telecom, Kodagu, TD, Madikeri from time to time. The rates quoted by me are noted in the Annexure.
Date: Signature of the Tenderer Station:

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COMPLIANCE TO SPECIFICATION OF PRINTERS

	PRINTERS			Deviation
			ce	Any,
			(Yes/No)	specify
i)	136 Column printer	24 pin 136 Column, 360 CPS, Epson/Wipro		
	printer with tractor, parallel and serial			
	interface with auto share. (WEP make)			
ii)	Heavy duty high speed laser printer, speed of 24PPM with fan			
	folder continues paper feeder			
	(Branded with Latest Windows Applications)			
iii)	Deskjet Printer (Bran	nded)		

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ANNEXURE – II : PRICE SCHEDULE (As per Tender Clause 14)

NT 0.1			` -	ciiaci Cia	,		
Name of the item	Approx Qty in Nos	Basic Price	Excise Duty	Sales Tax / VAT	Freight & Forwarding & Insurance	Any other levy Charges	Total unit price Inclusive of all (for one number
		Per				Charges	of item)
		Unit		5		7	8
1	2	3	4		6		-
		Α	В	C	D	Е	TOTAL =
							A+B+C+D+E
132 Colum							
Dotmatric							
Printer	10						
(Branded)							
Deskjet printer	4						
(Branded)	4						
High speed							
laser printer							
speed of							
24PPM with fan	2						
folder continues							
paper feeder							
(Branded)							

Buy-Back Price for PC Prnters of	
different configuration	

NOTE: Price should be quoted per unit – item only.

Quantities mentioned in column 2 is only approximate. May vary depending on requirement during the contract period.

I,	 Tenderer'	s name)
naving read		

The terms & conditions laid down in the NIT hereby quote the above prices.

Signature of the Tenderer

Date:

ANNEXURE III (As per tender clause 27)
From
To
The GM Telecom, Kodagu Telecom District, Madikeri – 571201.
Sir,
IS/o
Hereby certify that none of my relative(s) as defined in the tender document is/are employed in BSNL unit as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect. BSNL shall have the absolute right to take any action as deemed fit / without any prior intimation to me.

Signature of the Tenderer

SECTION – II TENDERERS PROFILE AND OTHER DETAILS

РНОТО	

Please affix PP Photographs duly signed

GENERAL:-

1	Name of the Tenderer			
2	Name of the Firm			
3	Name of the Person submitting	tender		
	whose photograph is affixed (in	case of		
	Proprietary/partnership firms,	the tender		
	has to be signed by the			
	Proprietor/Partner(s) only)			
4	Address of the Tenderer			
	/Firm			
5	Telegraphic Address			
6	Telephone Particulars	STD	Telephone	Fax No./Mobile No.
		Code	No.	
	Office			
	Residence			
7	Registration and	i) Private	ii)	Public
	Incorporation particulars of	Registratio	n No	
	the firm			
	(Please attach attested copies of			
	your firm with the competent a	uthority as r	equired by th	e business law)
8	Name of Proprietor/			
	Partner/Director			
9	Tenderer's Bank Particulars			
i)	Name of the Bank			
ii)	Branch and its code			
	Account No.(s)			
iii)				
10	Tenderer's Income Tax Particu	lars		
	Permanent Income Tax No.			
i)				
	EPF Code if any			
ii)				