

**ANNEXURE –VII**

LETTER OF TRANSMITTAL  
(To be furnished in the Tenderer's letterhead)

To

The Chief Administrative Officer  
Board of Radiation & Isotope Technology  
BRIT BARC Vashi Complex  
Sector-20, Vashi  
Navi Mumbai- 400 703

Subject: Notice Inviting Tender No. BRIT/Vig/1/2021 – Submission  
of bid for providing One Non-AC Vehicle Tata Sumo/equivalent  
make 2018 or later model

\*\*\*\*\*

Sir,

Having examined the details given in the notice and bid document for the above work, I/We hereby submit the relevant information.

2. I/We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
3. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
4. I/we also authorize Chief Administrative Officer, BRIT or his authorized representative to approach individuals, employers, firms and corporation to verify our competence and general reputation.
6. I/We hereby declare that I/We am/are not involved in any litigation on the date of submission of the tender.

OR

The details of litigation involving me/us are furnished below:

---

---

Enclosures:  
Date of submission:

Signature(s) of Tenderer(s) &  
Seal of Tenderer(s)

-o0o-

**ANNEXURE-VIII****TECHNICAL-CUM-FINANCIAL BID**  
(To be submitted on letterhead)Please affix  
passport size  
photograph of  
authorised  
signatory**PART-A (Technical Bid)**

## NOTICE INVITING TENDER NO. BRIT/Vig/1/2021

Sr. No.	Particulars to be furnished	
1.	Name of the Contractor/Proprietor/ Authorized Signatory	
2.	Name and Address of the Organization (including landline no., email ID, Mobile No., Web-site, if any)	
3.	Type of Organization (Proprietary/Partnership Firm/ Joint Venture/ Company)	
4.	Registration No. & Year of Registration (enclose copy)	
5.	Details of Authorized person to deal with (Enclose copy of power of attorney, if any)	Name: Designation: E-mail ID: Website: Landline No.:
6.	Business License of the firm issued by Municipal Corporation/State/Central. Govt. Authorities (enclose copy)	
7.	Permanent Account No./GIR No. (enclose copy)	
8.	GST Registration No. (Enclose copy)	
9.	Provident Fund Account No. of the firm, if any	
10.	ESI Registration No. of the firm, if any	
11.	Details of ISO Certification, if any	
12.	Copies of Income Tax returns filed during the financial years 2019-20, 2018-19, 2017-18.	

Sr. No.	Particulars to be furnished				
13.	Give the following details with regard minimum of 3 years' experience of having successfully completed similar contracts for providing vehicles like Tata Sumo/equivalent vehicles on call basis/monthly hire basis awarded by Central/State Government Department/Autonomous Bodies/University/Public Sector Undertaking of Government of India/Local Bodies or any reputed private company during last Five years ending 31/03/2020 (copy of work order and work completion certificate to be attached).				
Sr. No.	Name and address of the establishment	Period of contract		Value of contract	Vehicle Make and Model
		From	To		
14.	Give following details of one similar completed contract costing not less than the amount equal to 40% of the estimated cost of contract during the preceding Five year (copy of work order and work completion certificate to be attached)				
Sr. No.	Name and address of the establishment	Period of contract		Value of contract	Vehicle Make and Model
		From	To		
15.	Details of work orders completed (enclose copies of work orders and work completion certificate)				
Sr. No.	Name and address of the establishment	Period of contract		Value of contract	Vehicle Make and Model
		From	To		
16.	Details of work orders on hand (enclose copies of work orders)				
Sr. No.	Name and address of the establishment	Period of contract		Value of contract	Vehicle Make and Model
		From	To		
17.	Details of vehicles owned/leased (please furnish details and enclose copy of RC book):				
Sr. No.	Registration No.	Date of Registration	Makers Name	Vehicle Make	Month & Year of Manufacture

Sr. No.	Particulars to be furnished		
18.	Details of any other Trade/business carried out by the Firm. (please attach sheet, if necessary)		
19.	Particulars of relatives working in BRIT/Department of Atomic Energy		
Sr. No.	Name of the Employee	Designation	Unit
20.	Any other relevant information		



-o0o-

**PART-B (Financial Bid)**

(To be submitted on letter head)

Notice Inviting Tender No. BRIT/VIG/1/2021

<b>Rates for vehicles to be provided on monthly hire basis</b>			
Sl. No.	Category	Non-AC Tata Sumo/ equivalent make 2018 or later model	
		Rupees in figures	Rupees in words
1.	Monthly hire charges for 1500 km running per month		
2.	Monthly hire charges for 2000 km running per month		
3.	Hire charges per km beyond the monthly ceiling		
4.	Hire charges per hour beyond 300 hours in a month		

- (a) Rates should be quoted for all the items given above. If rates are not quoted for any of the items mentioned above, the bid will be treated as unresponsive.
- (b) The rates quoted shall be all inclusive rate viz., inclusive of Fuel/lubrication/repair & maintenance of vehicle, wages of the driver, overtime, uniform, comprehensive insurance covering passenger risk, third party property liability, parking charges, Toll Charges, etc. excluding Goods and Service Tax. No claim for reimbursement of other expenses including new tax imposed by Govt. which was not prevalent at the time of award of contract, if any, will be entertained.
- (c) Rates should be indicated both in words and in figures. Where there is a discrepancy between the rates in figures and in words, the amount written in words will govern.

*Authorised Signatory and Seal of the Tenderer*

### Declaration by the Bidder

I/We \_\_\_\_\_, hereby declare that I/We have downloaded the Tender Document from the website <http://britatom.gov.in> and I/We have not tampered the tender document issued vide Tender No: BRIT/VIG/1/2021.

Until an agreement is signed and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent modification and replacement.

Dated this .....Day of .... 2021

Place: .....

Authorised Signatory & Seal of the Contractor



-o0o-

**ANNEXURE-IX**

**CHECKLIST FOR THE BIDDER**  
(Please put 'X' in the box provided)

Sr. No.	Particular of the document	Checked (Please put 'X' mark)
1.	Photograph affixed in the place provided	
2.	Copy of certificate of Registration enclosed	
3.	Copy of power of Attorney or such other document authorizing a Person for signing the Tender document in case of a Partnership Firm/Limited Company/Corporation	
4.	Copy of MSME Registration enclosed	
5.	Copy of Business License of the firm issued by Municipal Corporation/State/Central. Govt. Authorities enclosed	
6.	Copy of PAN / GIR Card enclosed	
7.	Copy of GST Registration Certificate enclosed	
8.	Copy of Provident Fund Account No. of the firm, if any, enclosed	
9.	Copy of ESI Registration No. of the firm, if any, enclosed	
10.	Tender document duly signed on each page	
11.	Copy of work order / work completion certificate showing minimum of 3 years' experience of having successfully completed similar contracts during last five years ending 31 <sup>st</sup> December 2020, enclosed.	
12.	Copy of work order / work completion certificate showing completion of one similar contract costing not less than the amount equal to 40% of the estimated cost of contract during the past five years ending 31 <sup>st</sup> December, 2020, enclosed	
13.	Copies of duly audited Profit & Loss Account and Balance Sheet for five successive financial years i.e., 2019-20, 2018-19, 2017-18, 2016-17 and 2015-16 enclosed	
14.	Copies of Income Tax returns filed for 3 financial years 2019-20, 2018-19, 2017-18.	
15.	Copies of RC book of vehicles	
16.	Tender Document (NIT) duly filled and signed on all pages along with all enclosures placed in Separate envelope duly superscribed Tender Notice No.BRIT/Vig/1/2021and marked Envelop-I.	
17.	Technical-cum-financial Bid placed in separate Envelop, superscribed Technical-cum-financial Bid for Tender Notice No.BRIT/Vig/1/2021duly sealed and marked Envelop-II	
18.	All the two Envelopes put in a separate cover sealed and superscribed "Tender Notice No. BRIT/Vig/1/2021" for providing one One Non-AC Vehicle Tata Sumo/equivalent make 2018 or later model.	
19.	Technical and Financial Bid duly signed by authorized signatory.	

-o0o-

**ANNEXURE - X**

**UNDERTAKING**  
(To be submitted on letterhead)

I/We have read and examined the Notice Inviting Tender, Salient Governing Features of the Tender/Work including, Scope of Work, General Rules & Directions, Clauses of Contract, Conditions of the Contract, Instructions to the Bidders and other documents and rules referred to in the Conditions of Contract and all other contents in the tender documents for the work.

We agree to keep the tender open for one hundred eighty (180) days from the last date of its submission and not to make any modifications in its terms and conditions.

If I/We, \_\_\_\_\_ fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said President of India or his successors in office shall without prejudice to any other right or remedy, be at liberty to take a decision to debar the contractor.

I/We hereby declare that I/We shall treat the tender documents, specifications and other records connected with the work as secret / confidential documents and shall not communicate information derived there - from/to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

(Signature of the Contractor)

Date :

Place :

Witness

Name and address :

Occupation

-oOo-



**ANNEXURE- XI****FORM OF PERFORMANCE GUARANTEE (BANK GUARANTEE) BOND**

In consideration of the President of India (hereinafter called "The Government") having agreed under the terms and conditions of Letter of Intent/Agreement No. \_\_\_\_\_ dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ (hereinafter called as said Contractor) for the work \_\_\_\_\_ (hereinafter called "the said Letter of Intent / Agreement") having agreed to production of an irrevocable bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only , as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

2. We \_\_\_\_\_ (Indicate the name of the Bank) (hereinafter referred to as "the Bank") hereby undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only on demand by the Government.

3. We \_\_\_\_\_ (indicate the name of Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

4. We, the said bank, further undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the Contractor in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

5. We \_\_\_\_\_ (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Officer-in-charge on behalf of the Government certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor and accordingly discharges this guarantee.

6. We \_\_\_\_\_ (indicate the name of Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said Contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being

granted to the said Contractor or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

8. We, \_\_\_\_\_ (indicate the name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of the Government in writing. This guarantee shall be valid up to (date) unless extended on demand.

9. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs \_\_\_\_\_ (Rs. \_\_\_\_\_ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Signature and seal of the Contractor

Date ..... day of ..... For ..... (Indicate name of the Bank).



-o0o-

**Form of Bid-Security Declaration**

Date:

Bid No: BRIT/Vig/1/2021

To,

Chief Administrative Officer  
Board of Radiation & Isotope Technology  
BRIT BARC Vashi Complex  
Sector-20, Vashi  
Navi Mumbai- 400 703.

I/We understand this Bid Security Declaration is in lieu of Bid Security (Earnest Money Deposit) and I/We accept that if the bids are withdrawn or modified during the period of the validity, I/We will be suspended for the time specified in the NIT.

Signature:

Name:

Dated on \_\_\_\_\_ day of \_\_\_\_\_,

(insert date of signing)

Seal

-o0o-