

**PARIYOJANA ADHIKARI, ZILA SHAHARI
VIKAS ABHIKARAN SHAHDOL**

DIST- SHAHDOL M.P.

Tender Document

NIT Number	:	NIT/110/PODUDA/Vahan/SDL/2026
Date	:	19.05.2026
Name of Work	:	Inviting Rate of contract for Hire of Vehicle of PO DUDA Office Shahdol Town as per NIT for Year 2026-27
Probable Amount of Contract	:	Rs. 350000.00
Cost of Tender Document	:	Rs. 2000/-
Stipulated Period of Completion	:	Till 31 March 2027

**Project Officer
District Urban Development and Authority
DISTT - SHAHDOL (M.P.)**

SECTION 2
INSTRUCTIONS TO BIDDERS (ITB)

A. GENERAL

1. SCOPE OF BID

The detailed description of work, hereinafter 'work', is given in **the Bid Data Sheet**.

2. General Quality of Work:

The work shall have to be executed in accordance with the drawings (prepared by Contractor and approved by the competent authority), technical specifications specified in the **Bid Data Sheet/Contract Data**, and shall have to meet high standards of workmanship, safety and security of workmen and works.

3. PROCEDURE FOR PARTICIPATION IN E-TENDERING

The procedure for participation in e-tendering is given in the **Bid Data Sheet**.

4. ONE BID PER BIDDER

4.1 The bidder can be an individual entity or a joint venture (if permitted as per Bid Data sheet). In case the J.V. is permitted, the requirement of joint venture shall be as per the Bid Data Sheet.

4.2 No bidder shall be entitled to submit more than one bid whether jointly or severally. If he does so, all bids wherein the bidder has participated shall stand disqualified.

5. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of his bid, and no claim whatsoever for the same shall lie on the ULB.

6. Site Visit and examination of works

The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for construction of the work. All costs shall have to be borne by the bidder.

B. BID DOCUMENTS

7. CONTENT OF BID DOCUMENTS

The Bid Document comprises of the following documents:

1. NIT with all amendments.
2. Instructions to Bidders,
3. Conditions of Contract:
 - i. Part I General Conditions of Contract and Contract Data; and
 - ii. Part II Special Conditions of Contract.
4. Specifications
5. Drawings,
6. Priced Bill of Quantities
7. Technical and Financial Bid
8. Letter of Acceptance
9. Agreement and
10. Any other document(s), as specified.

8. The bidder is expected to examine carefully all instructions, conditions of contract, the contract data, forms, terms and specifications, bill of quantities, forms and drawings in the Bid Document. Bidder shall be solely responsible for his failure to do so.

9. Pre-Bid Meeting (where applicable)

Wherever the **Bid Data Sheet** provides for pre-bid meeting:

- 9.1 Details of venue, date and time would be mentioned in the **Bid Data Sheet**. Any change in the schedule of pre-bid meeting would be communicated on the website only, and intimation to bidders would not be given separately.
- 9.2 Any prospective bidder may raise his queries and/or seek clarifications in writing before or during the pre-bid meeting. The purpose of such meeting is to clarify issues and answer questions on any matter that may be raised at that stage. The Employer may, at his option, give such clarifications as are felt necessary.
- 9.3 Minutes of the pre-bid meeting including the gist of the questions raised and the responses given together with any response prepared after the meeting will be hosted on the website.
- 9.4 Pursuant to the pre-bid meeting if the Employer deems it necessary to amend the Bid Document, it shall be done by issuing amendment to the online NIT.

10. **Amendment of Bid Documents**

- 10.1 Before the deadline for submission of bids, the Employer may amend or modify the Bid Documents by publication of the same on the website.
- 10.2 All amendments shall form part of the Bid Document.
- 10.3 The Employer may, at its discretion, extend the last date for submission of bids by publication of the same on the website.

C. PREPARATION OF BID

11. The bidders have to prepare their bids online, encrypt their Bid Data in the Bid Forms and submit Bid Seals (Hashes) of all the envelopes and documents related to the Bid required to be uploaded as per the time schedule mentioned in the key dates of the Notice Inviting e-Tenders after signing of the same by the Digital Signature of their authorized representative.

12. **DOCUMENTS COMPRISING THE BID**

The bid submitted online by the bidder shall be in the following parts:

Part 1 – This shall be known as **Envelope A** and would apply for all bids. **Envelope A** shall contain the following as per details given in the **Bid Data Sheet**:

- i) Registration number or proof of application for registration and organizational details in format given in the Bid Data sheet.
- ii) Payment of the cost of Bid Document;
- iii) Earnest Money
- iv) An affidavit duly notarized.

Part 2 – This shall be known as **Envelope B** and required to be submitted only in works where pre-qualification conditions and/or special eligibility conditions are stipulated in the **Bid Data Sheet**. Online **Envelope B** shall contain a **self-certified sheet** duly supported by documents to demonstrate fulfillment of pre-qualification conditions.

Part 3 – This shall be known as **Envelope C** and would apply to all bids. **Envelope C** shall contain financial offer in the **format** prescribed enclosed with the **Bid Data Sheet**.

13. **LANGUAGE**

The bid as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Employer shall be in English or Hindi. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English. In such case, for the purposes of interpretation of the bid, such translation shall govern.

14. **TECHNICAL PROPOSAL**

- 14.1 Only, in case of bids with pre-qualification conditions defined in the Bid data sheet, the Technical Proposal shall comprise of formats and requirements given in the **Bid Data Sheet**.
- 14.2 All the documents / information enclosed with the technical proposals should be self attested and certified by the Bidder. The Bidder shall be liable for forfeiture of his earnest money deposit, if any document / information are found false/fake/untrue before acceptance of Bid. If it is found after acceptance of the Bid, the sanctioning authority may at his discretion forfeit his performance security/guarantee, security deposit, enlistment deposit and take any other suitable action.

15. FINANCIAL BID

- i. The bidder shall have to quote rates in format referred in Bid Data sheet, in Lumpsum, and not item wise. If the bid is in absolute amount, overall percentage would be arrived at in relation to the NIT amount. The overall PERCENTAGE RATE would apply for all items of work.
- ii. Lumpsum offer shall be quoted in figures as well as in words. If any difference in figures and words found, lower of the two shall be taken as valid and correct.
- iii. The bidder shall have to quote rates inclusive of all duties, royalties, levies and taxes except Goods and Services Tax (GST). The amount of applicable GST will be paid separately to the contractor with each bill at the time of payment. The employer shall not be liable for any duties, taxes (except GST) royalties and levies.
- iv. The material along with the units and rates, which shall be issued, if any, by the department to the contractor, is mentioned in the Bid Data Sheet.

16. PERIOD OF VALIDITY OF BIDS

The bids shall remain valid for a period specified in **Bid Data Sheet** after the date of "close for bidding" as prescribed by the Employer. The validity of the bid can be extended by mutual consent in writing.

17. EARNEST MONEY DEPOSIT (EMD)

- 17.1 The Bidder shall furnish, as part of the Bid, Earnest Money Deposit (EMD), of the amount specified in the **Bid Data Sheet**.
- 17.2 "EMD/Bid Security shall be submitted only using options available in the tender portal within the specified within the specified time limit. Bidders are advised to process it well in advance. No claim shall be entertained due to delay in online transactions via payment gateway/banking portal.
- 17.3 Bid not accompanied by EMD shall be liable for rejection as non-responsive.
- 17.4 EMD of bidders whose bids are not accepted will be returned within ten working days of the decision on the bid.
- 17.5 EMD of the successful Bidder will be discharged when the Bidder has signed the Agreement and furnished the Bank Guarantee of required value for Performance Security.
- 17.6 Failure to sign the contract by the selected bidder, for whatsoever reason, shall result in forfeiture of the earnest money deposit.

D. SUBMISSION OF BID

- 18.** The bidder is required to submit digital signed Bid i.e. Envelop A, B & C Online only. No physical submission of the bid will be accepted except in exceptional case under clause 19.7.

E. OPENING AND EVALUATION OF BID

19 PROCEDURE

- 19.1 Envelope 'A' shall be opened first online at the time and date notified and it's contents shall be checked. In cases where Envelop 'A' does not contain all requisite documents, such bid shall be treated as non-responsive, and Envelop B and/or C of such bid shall not be opened.
- 19.2 Wherever Envelop 'B' (Technical Bid) is required to be submitted, the same shall be opened online at the time and date notified. The bidder shall have freedom to witness opening of the Envelop 'B'. Envelop 'C' (Financial Bid) of bidders who are not qualified in Technical Bid (Envelop 'B') shall not be opened.
- 19.3 Envelope 'C' (Financial Bid) of the qualified bidders shall be opened online at the time and date notified. The bidder shall have freedom to witness opening of the Envelop 'C'.
- 19.4 After opening Envelop 'C' all responsive bids shall be compared to determine the lowest evaluated bid.
- 19.5 The Employer reserves the right to accept or reject any bid, and to annul the bidding process and reject all the bids at any time prior to contract award, without incurring any liability. In all such cases reasons shall be recorded.
- 19.6 The Employer reserves the right of accepting the bid for the whole work or for a distinct part of it.
- 19.7 "In exceptional case if physical submission of certain documents is found essential then expressed prior permission must be obtained in writing by the tender issuing authority from an authority, as authorized by the State Government. In such a case, such documents are required to be submitted physically at the place and date specified in the Bid Data Sheet. In case of any mismatch in the documents submitted in the physical form and that uploaded online, or if the contractor fails to submit the document physically, the bid shall be liable for rejection as non responsive."
- 19.8 During Bid evaluation the employer or its representative may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the Bid shall be sought, offered or permitted.

20. Confidentiality

- 20.1 Information relating to examination, evaluation, comparison and recommendation of contract award shall not be disclosed to bidders or any other person not officially concerned with such process until final decision on the bid.
- 20.2 Any attempt by a bidder to influence the Employer in the evaluation of the bids or contract award decisions may result in the rejection of its bid.

F. AWARD OF CONTRACT

21. Award of Contract

"The Employer shall notify the successful bidder by issuing a 'Letter of Acceptance (LOA)' that his bid has been accepted. The original copy of affidavit will have to be submitted by the successful bidder at the time of signing of the contract."

22. Performance Security

- 22.1 Prior to signing of the Contract the bidder to whom LOA has been issued shall have to furnish performance security of the amount, form and duration, etc. as specified in the **Bid Data Sheet**.
- 22.2 Additional performance security, if applicable, is mentioned in the **Bid Data Sheet**.

23. Signing of Contract Agreement

- 23.1 The successful bidder shall have to furnish Performance security and sign the contract agreement within 15 days of issue of LOA.

- 23.2 The signing of contract agreement shall be reckoned as intimation to commencement of work. No separate work order shall be issued by the Employer to the contractor for commencement of work.
- 23.3 In the event of failure of the successful bidder to submit Performance Security and additional performance security if any or sign the Contract Agreement, his EMD shall stand forfeited without prejudice to the right of the employer for taking action against the bidder.

24. CORRUPT PRACTICES

The Employer requires that bidders observe the highest standard of ethics during the procurement and execution of contracts. In pursuance of this policy, the Employer:

- i. may reject the bid for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract; and
- ii. may debar the bidder declaring ineligible, either indefinitely or for a stated period of time, to participate in bids, if it at any time determines that the bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, a contract.

For the purposes of this provision, the terms set forth above are defined as follows:

- a. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;
- b. "fraudulent practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- c. "coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- d. "collusive practice" means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party.

Project Officer
Disrict Urban Development and Authority
DISTT - SHAHDOL (M.P.)

Bid Data Sheet

General

S.No.	Particulars	Data
1	Office inviting Tender	Chief Municipal Officer MUNICIPAL COUNCIL Distt SHAHDOL
2	NIT No	NIT/110/PODUDA/Vahan/SDL/2026
3	Date of NIT	Date:- 19.05.2026
4	Bid document download available from date & time	From 20.05.2026 10:30 AM .Hrs To 08.06.2026 17:30 PM Hrs
5	Website link	https://mptenders.gov.in

For Section 1 - NIT

Clause reference	Particulars	Data
2	Portal fees	Rs. As per Required
3	Cost of bid document (in the form of Online)	Rs. 2000
	Cost of bid document payable to	(Name Of ULB) CMO MUNICIPAL COUNCIL
	Cost of bid document in favors of	Chief Municipal Officer MUNICIPAL COUNCIL Distt SHAHDOL...
4	Affidavit	Annexure B
5	Pre-qualifications required	NO
	If Yes, details	Annexure C
6	Special Eligibility	NO
	If Yes, details	Annexure D (Not applicable)
7	Key Dates	Annexure A

For Section 2 - ITB

Clause reference	Particulars	Data
1	Name of work	Inviting Rate of contract for Hire of Vehicle of PO DUDA Office Shahdol Town as per NIT for Year 2026-27
2	Specifications	NA
3	Procedure for participation in e-tendering	NA
4	Whether Joint-venture is allowed	NO
	If yes, requirement for Joint venture	NA
9	Pre bid meeting to held	NO
	If Yes, Date, Time & Place	Date : Time from : Place :

12	Envelope –A containing : i. Registration number or proof of application for registration and organizational details as per Annexure 'H' ii. Cost of Bid Document iii. EMD iv. An affidavit duly notarized as per Annexure –B v. GST Number	Online only
14	Envelope-B Technical Proposal	NA
15	Envelope-C Financial Bid	-
	Materials to be issued by the department	-
16	Period of Validity of Bid	120 Days
17	Earnest Money Deposit	Rs 10000.00
	Forms of Earnest Money Deposit	Online payment through Debit Card/Credit Card/Internet Banking or System Generated Challan
	Account Details for Online EMD Payment	i) Name of Account Holder Chief Municipal Officer, MUNICIPAL COUNCIL Distt- SHAHDOL (M.P.) ii) Account No.- 53025820079 iii) Bank Name - State Bank of India SHAHDOL iv) IFSC Code - SBIN0030376
18	Letter of Acceptance (LoA)	--
19	Amount of Performance Security	As per rule
	Additional Performance Security, if any	As per rule
	Performance security in the format	As per rule
	Performance security in favor of	CHIEF MUNICIPAL OFFICER MUNICIPAL COUNCIL DISTT - SHAHDOL M.P.
	Performance security valid up to	Valid contract period plus DLP
19.7	Date and Place for submission of Physical Form of Contents of A i) and ii) and Envelope B as specified in Clause 12 of ITB	Online Only

कार्यालय नगर पालिका परिषद शहडोल जिला शहडोल (म.प्र.)
निविदा की शर्तें

- 1^प निर्धारित अमानत राशि रू. 10000.00 (दस हजार रूपये) ऑनलाइन देय होगा। बिना अमानत राशि के निविदाएं स्वीकार नहीं की जावेगी।
- 2^प निविदाकार को अपने फर्म का पैन नं. एवं जी.एस.टी. नं. होना आवश्यक है जिसकी छायाप्रति निविदा में संलग्न किया जाना है।
- 3^प वाहन (तीन वर्ष से अधिक पुराना न हो) तथा वाहन से संबंधित आवश्यक दस्तावेज वाहन का पंजीयन, टैक्सी परमिट, इंश्योरेंस, फिटनेस/प्रदूषण प्रमाण पत्र इत्यादि ऑनलाइन एवं ऑफलाईन जमा करना होगा।
- 4^प वाहन पंजीकृत फर्मों/संस्थाओं में सामग्री एवं सेवाकर अधिनियम के अंतर्गत पंजीकृत हो। पंजीकृत न होने की दशा में संबंधित संस्था/फर्म द्वारा टैक्सी सेवाओं हेतु वाहन पंजीकृत होना चाहिए।
- 5^प वाहन की प्रति लीटर डीजल औसत खपत 10कि.मी. से कम नहीं होगी। इससे कम औसत होने पर वाहन प्रदाता से क्षतिपूर्ति वसूली होगी। किराये की अवधि में डीजल को छोड़कर वाहन संधारण में होने वाली टूट-फूट, बैटरी, टायर-ट्यूब, लुब्रिकेशन आदि के व्यय की सम्पूर्ण जिम्मेदारी वाहन प्रदाता की होगी।
- 6^प वाहन सेल्फ स्टार्ट आवश्यक है। वाहन में अच्छी स्टेपनी अनिवार्य रूप से हो तथा चारो पहिए टायर-ट्यूब अच्छे होना चाहिए तथा माईलोमीटर हमेशा चालू हालत में होना अनिवार्य है, इसकी जिम्मेदारी वाहन प्रदाता की होगी तथा आवश्यकतानुसार वाहन दुर्लभ स्थानों में भी भ्रमण किया जाएगा। तत्समय वाहन चालक को निर्देशों का पालन करना अनिवार्य होगा।
- 7^प वाहन मय ड्राईवर के उपलब्ध कराना जावेगा, जिसके पास नियमानुसार वाहन चालन का वैध लाईसेंस होना आवश्यक है, ड्राईवर का वेतन भत्ता व अन्य खर्च जिसमें वाहन चालक दैनिक एवं यात्रा भत्ता भी शामिल है, वाहन प्रदाता स्वयं वहन करेगा। वाहन प्रदाता के ड्राईवर को निर्धारित वर्दी पहनना होगा एवं वाहन का बीमा, रजिस्ट्रेशन एवं ड्राईविंग लाइसेंस इत्यादि से संबंधित कागजात हमेशा वाहन में रखना आवश्यक होगा।
- 8^प वाहन टैक्सपैड एवं वाहन प्रदाता के स्वामित्व में होना चाहिए। किसी भी प्रकार की दुर्घटना होने पर वाहन का स्वामी उसके लिये पूर्ण उत्तरदायी होगा तथा समस्त खर्च वहन करेगा।
- 9^प वाहन के संबंध में किसी प्रकार के विवाद होने पर उसके निराकरण का उत्तरदायित्व वाहन प्रदाता का होगा व यदि कोई वैधानिक क्षतिपूर्ति न्यायालय द्वारा तय की जाती है तो उसकी सम्पूर्ण जबाबदारी वाहन प्रदाता की होगी।
- 10^प रास्ते में वाहन खराब होने की स्थिति में उपयोगकर्ता अधिकारी को सामान्यतः दो घंटे में सुधार कराकर उपयोग हेतु वाहन उपलब्ध कराना होगा। सुधार न हो पाने की स्थिति में दूसरा वाहन उपलब्ध कराना होगा।
- 11^प वाहन प्रदाता अपने स्वयं के उपयोग के लिये वाहन चलाता है, तो उसे 15 दिन पूर्व उपयोगकर्ता अधिकारी को लिखित में आवेदन करना होगा। यदि वाहन बिना अनुमति स्वयं

- के उपयोग में लेता है तो वाहन प्रदाता कार्यालय हेतु अन्य वाहन की व्यवस्था करेगा। अन्य वाहन की व्यवस्था वाहन प्रदाता द्वारा नहीं करने पर यदि कार्यालय द्वारा निर्धारित दर से अधिक दर पर वाहन लिया जाता है, तो उस स्थिति में अन्तर की राशि को वाहन प्रदाता को देयक राशि में से समायोजित कर ली जावेगी।
- 12^प वाहन प्रदाता को उपयोगकर्ता अधिकारी की मांग अनुसार वाहन प्रदाय करना अनिवार्य होगा। मांग अनुसार लगातार तीन दिवस तक वाहन प्रदाय नहीं किये जाने एवं शर्तों का उपल्लंघन किये जाने पर उसके द्वारा जमा कराई गई प्रतिभूति की राशि कार्यालय द्वारा जप्त की जा सकेगी एवं अनुबंधकर्ता द्वारा अनुबंध में दी गई शर्तों का उल्लंघन करने/वाहन उपलब्ध न कराने की स्थिति में बिना कारण बताये अनुबंध निरस्त करने का अधिकार प्रथम पक्षकार को होगा।
- 13^प शासकीय सेवक या उनके परिवार के नाम से पंजीकृत वाहन सिविल सेवा आचरण नियमों के संदर्भ में मान्य नहीं किया जावेगा।
- 14^प यदि अनुबंध अवधि के दौरान किसी कारणवश वाहन प्रदाता वाहन उपलब्ध कराने में असमर्थ हो जाता है, तो उसे एक माह पूर्व सूचना देनी होगी।
- 15^प वाहन चालक द्वारा संबंधित वाहन उपयोग करने वाले अधिकारी के द्वारा लाँगबुक एवं बिल अभिप्रमाणित कराने के उपरांत संबंधित कार्यालय द्वारा भुगतान की अनुसंधान सहित प्रेषित कराये एवं भुगतान आदेशानुसार किया जाएगा।
- 16^प माईलोमीटर की गड़बड़ी अथवा अन्य किसी कारण से निर्धारित दूरी दर्शाये जाने की स्थिति में सक्षम अधिकारी द्वारा सड़क मार्ग को निर्धारित दूरी मान्य किया जावेगा।
- 17^प शासन द्वारा निर्धारित वाहन किराया से अधिक दर मान्य नहीं किया जाएगा जिसमें सभी प्रकार के कर की दरें सम्मिलित कर निविदा प्रस्तुत की जाएगी तथा संस्था प्रमुख द्वारा संबंधित फर्म/संस्था का अनुबंध किसी भी समय बिना कारण बताए निरस्त किया जा सकता है।
- 18^प अमानत राशि जिन निविदादाताओं की निविदा स्वीकृत नहीं की जाएगी उनकी अमानत राशि नियमानुसार वापस कर दी जाएगी।
- 19^प एजेंसी व परियोजना अधिकारीए जिला शहरी विकास अभिकरण शहडोल, जिला शहडोल के बीच किसी भी प्रकार का मतभेद/वाद उत्पन्न होने पर कलेक्टर, जिला शहडोल के समक्ष निराकरण हेतु आवेदन किया जा सकेगाए उनके द्वारा किया गया निर्णय अंतिम एवं बंधनकारी होगा।
- 20^प निविदा की वैधता निविदा खोले जाने के दिनांक से 120 दिन तक होगी।
- 21^प यदि निविदा प्राप्त होने/खोलने का दिवस शासकीय अवकाश होता हैए तो अगले कार्य दिवस में कार्यवाही सम्पादित की जावेगी।
- 22^प कार्य की आवश्यकतानुसार वैधता घटाई-बढ़ाई जा सकेगी।
23. निविदा स्वीकृत अथवा अस्वीकृत करने का अधिकार परियोजना अधिकारीए जिला शहरी विकास अभिकरण शहडोल जिला शहडोल के पास सुरक्षित होगा। कारण बताने के लिये बाध्य नहीं होगा।
- 24^प निकाय द्वारा निम्नानुसार वाहनों के दर आमंत्रित किये जा रहे हैं -
- 5 बोलेरो प्रति माह मय डीजल ड्रायवर सहित। (निविदा में दी शर्त अनुसार)

- 5 इनोवा प्रति दिन मय डीजल ड्रायवर सहित। (निविदा में दी शर्त अनुसार)
- 5 स्काॅर्पियो प्रति दिन मय डीजल ड्रायवर सहित। (निविदा में दी शर्त अनुसार)

Annexure - A
(See clause 1, 7 of Section 1 NIT)

Key Dates

Publish Date	20.05.2026 10:30 AM	Bid Opening Date	10.06.2026 10:30 AM
Document Download/Sale Start Date	20.05.2026 10:30 AM	Document Download/Sale End Date	08.06.2026 17:30PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	20.05.2026 11:00 AM	Bid Submission End Date	08.06.2026 17:30 PM

Project Officer
Disrict Urban Development and Authority
Distt. - SHAHDOL (M.P.)

|| AFFIDAVIT ||
(To be contained in Envelope A)
(On Non Judicial Stamp of Rs. 200)

I/we _____ who is/ are _____ (status in the firm/ company) and competent for submission of the affidavit on behalf of M/S _____ (contractor) do solemnly affirm an oath and state that:

I/we am/are fully satisfied for the correctness of the certificates/records submitted in support of the following information in bid documents which are being submitted in response to notice inviting e-tender No. _____ for _____ (name of work) dated _____ issued by the _____ (name of the ULB).

I/we am/are fully responsible for the correctness of following self certified information/ **digital signed documents and certificates**:

1. That the self certified information/ **digital signed documents** given in the bid document is fully true and authentic.
2. That:
 - a. Information regarding financial qualification and annual turn-over, submitted online is correct.
 - b. Information regarding various physical qualifications submitted online is correct.
3. No close relative of the undersigned and our firm/company is working in the department.

OR

Following close relatives are working in the department:

Name _____ Post _____ Present Posting _____

Signature with Seal of the Deponent (bidder)

I/ We, _____ above deponent do hereby certify that the facts mentioned in above paras 1 to 3 are correct to the best of my knowledge and belief. In the event of any information is found to be incorrect/ untrue or found violated then without giving any prior notice our bid shall be liable for rejection or termination of contract without prejudice to any other rights of remedy including the forfeiture of the bid security/performance security.

Verified today _____ (dated) at _____ (place).

Signature with Seal of the Deponent (bidder)