

TENDER FORM
(Technical Bid)

(On the letter head of the concerned submitting the bid)

The Registrar
National Law University and Judicial Academy, Assam
Hajo Road, Amingaon, Guwahati - 781 031

Ref No.: NLUJAA/ADMIN/F/CATERING/2018

Date: 22-03-2018

Sir,

1. I/We hereby undertake to provide the catering services as specified in the Bid/tender document and agree to hold this offer open for a period of 120 days from the date of opening of the tender. I/We shall be bound by a communication of acceptance issued by you.
2. I/We have understood the instructions to Bidders and Terms and Conditions of Contract as enclosed with the invitation to the tender and have thoroughly examined the specifications of services to be rendered and my/our offer is to supply the services strictly in accordance with the requirement.
3. A crossed Bank Draft in favour of "The National Law University and Judicial Academy, Assam", for **Rs. 1,00,000/- (Rupees one lakh only)** as Earnest Money Deposit is enclosed. The Draft is drawn on (Bank name) and Bank payable at SBI Amingaon Branch.
4. Certified that the bidder is:
A sole proprietorship firm and the person signing the bid documents is the sole proprietor/constituted attorney of the sole proprietor.

Or

A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney.

Or

A company and the person signing the document is the constituted attorney. (NOTE: Delete whatever is not applicable. All corrections/deletions should invariably be duly attested by the person authorized to sign the bid document).

5. Certified that the bidder has the experience of more than years in providing catering and related services. Certified copies at least one work-order pertaining to each of the last two years are enclosed with this bid.
6. Certified that the bidder has a turn-over of over Rs. 12 lakhs in this line of business in each of the last two years. Certified copies of the annual statements of accounts including the Profit & Loss Account and the Balance sheet are enclosed with this bid.



7. A detailed profile of the organization as filled in as prescribed in the Annexure in the bid document is enclosed with this bid. Other details required to be submitted with this bid as per the bid document are also enclosed as follows:

(a) Full particulars of organizations where we have supplied such services in the current and two preceding financial years. (Self-attested copies of the relevant work orders to be enclosed).

Or

Experience Certificate for satisfactory performance of running mess services for minimum two years in Educational Institutions / Central / State / Undertaking / Government Offices / Institutes.

(b) Copy of the audited balance sheet. Profit and Loss Account of the bidder for the previous two financial years (2016-17 and 2017-18).

(c) A copy of PAN card.

(d) Copy of GST Registration Certificate.

(e) Information regarding any litigation, current or during the last five years in which the bidder was/is involved, the opposite party(s) and the disputed amount.

(f) Details regarding any work order that was abandoned at any stage, prematurely terminated or resulted in inordinate delay along with reasons for the same (copies of relevant documents to be enclosed).

(g) Details of support facilities to execute the order.

(h) Information regarding the proceeding far bankruptcy, insolvency or winding up in which the bidder is / was involved.

(i) Earnest Money Deposit (EMD) of Rs by demand draft. drawn in favour of "National Law University and Judicial Academy, Assam"

(i) Valid Food Licence obtained from the appropriate authority.

8. We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding order between us.

Yours faithfully,

(Signature of bidder)

Dated this day of of 2018

Address

.....

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Telephone/Mobile No.

E-mail :

Seal :

