



Projects & Development India Limited

(A Govt. of India Undertaking)

Post Box No.125,A-14, Sector-1 , Noida - 201301 ,
Dist. Gautambudh Nagar , Uttar Pradesh
Phone - 0120-2529842/43/47/51/53/54
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GSTIN No: 09AABCP1722G1ZP
CIN:U74140UP1978GO1028629

INVITATION TO BID

To : Open Vendor	ITB Number	11/PNMM/E/4803/2017-18/100950
	Type of Bid	Two part
	Type of Opening	Public Opening
	Date of Issue	06.10.2017
	Bid Closing Date	23-10-2017 Time : 11:30:00 AM
	Tech. Bid Opening Date	23-10-2017 Time : 3 :30:00 PM
	Price Bid Opening Date & Time	TO BE INFORMED LATER ON
	Venue of Bid Opening	PDIL BHAWAN,A-14, SEC-1, NOIDA
	Earnest money Deposit	NOT APPLICABLE.
	Delivery/Completion Period	THREE(03)WEEKS FROM ISSUE OF LOI/PO

Projects & Development India Limited (PDIL) is a Govt. of India Undertaking under the administrative control of the Dept. of Fertilizers, Ministry of Chemicals & Fertilizers. PDIL invites bid in sealed cover addressed to Addl. General Manager&H.O.D (M.M), ITB reference no. and bid closing date & time duly super scribed on the cover for the under mentioned job, subject to the terms and conditions and scope of work attached here in.

SL. No.	Material/HSN Code/ SAC Code	Description	Quantity	Unit
10		Electrical Safety Audit	1	LOT

For & on behalf of
Projects & Development India Ltd.

(P. R. Sahu)

Addl. General Manager (MM)

ENCL :

- 1)Pre-Qualification Criteria-Annexure-I
- 2)Instruction To Bidders-Annexure-II
- 3)GeneralConditions of Contract-Annexure-III
- 4)Scope of Work-Annexure-IV,5)Schedule of rates-Annexure-V
- 6)Check List-Annexure-VI,7)Self Declaration-Annexure-VII
- 8)RTGS Format-Annexure-VIII,

ITB: 11/PNMM/E/4803/2017-18/100950
SUB: Electrical Safety Audit for PDIL Bhawan, NOIDA.

Sub.: Engagement of agency for Electrical Safety Audit of PDIL Bhawan, NOIDA.

LIST OF CONTENTS

1.	Pre-Qualification Criteria for Bidders	- Annexure-I
2.	Instruction to bidders	- Annexure-II
3.	General Conditions of Contract	- Annexure- III
4.	Scope of Work	- Annexure- IV
5.	Schedule of Rates	- Annexure- V
6.	Check List	- Annexure- VI
7.	Self Declaration	- Annexure- VII
8.	Format of Details for payment	- Annexure- VIII

Pre-Qualification Criteria (PQC)

1. PQC (Technical)

Bidder must have successfully executed and completed similar work of "Electrical Safety Audit of **Electrical System comprising of voltage grade 11kV and below**" for any Public Sector / Government Department / Private Sector in the preceding 'seven [07] Years' ending last day of the month previous to the one in which applications are invited.

In support of this criterion, the bidder shall submit copy of Work Order and Completion Certificate/ proof of successful execution of the same 'Work Order'.

- 1.1 The auditor must be an electrical engineer having experience of Electrical Safety Audit of minimum five (05) years.

Bidder shall furnish self attested bio-data of the auditor in support of this criterion.

2. PQC (Commercial)

- 2.1 The bidder should be a registered Company / Corporation/ Firm.

- 2.2 The bidder should possess a valid PAN and GST Registration Certificate (if applicable).

- 2.2.1 In case, GST Registration is not applicable, a declaration in support of the same is required to be submitted by the bidder.

- 2.3 The bidder must submit self declaration that the bidder is neither put on Holiday nor Blacklisted by any Government / PSU / Private Firm or Financial Institution as per (Annexure-VII) enclosed.

Bidders are to submit all relevant supporting documents to qualify against the above criteria

INSTRUCTION TO BIDDERS

- 1.0 A bidder who meets the Eligibility Criteria for Pre-Qualification as per Annexure-I of ITB and intends to quote against this ITB may download the bidding document from PDIL website <http://pdilin.com> OR Central Public Procurement Portal <https://eprocure.gov.in/cppp> and submit the Bid complete in all respect as per terms & conditions of contract on or before the bid closing date and time.
- 2.0 **Submission of Bids:** Bidders are required to submit their bids under two envelopes as detailed below:

Envelope (A): Un-priced Technical and Commercial Bid along with the following documents (photocopies) shall be in this envelope:

- a. Documents in support of 'Pre-Qualification Criteria for Bidders' indicated in Annexure-I of ITB as per the requirement.
- b. Complete ITB documents duly signed & stamped in each page with "Deviations"/"Exception" sheet (if any) and all Annexure duly filled in.
- c. **Price Confirmation Copy** - A copy of Priced offer (Annexure-V) keeping price blank (hiding the price) and in place indicating "Quoted" or "√", as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties, shall be submitted
- d. Copy of Check List enclosed duly filled by the bidder making all the points clear and not leaving any voids.
- e. Self Declaration enclosed duly filled by the bidder.
- f. Photo copy of PAN card.
- g. Copy of GST Registration Certificate

Any other document as per the requirement specified in the ITB.

Envelope (B): Price Bid, 'Schedule of Rates' (Annexure-V) with quoted rates in Rs. against each head, signed and stamped.

Both the above envelopes should be super scribed with respective **Envelope no., ITB No. and closing date of the bid**. These two envelopes should be sealed and placed in a third envelop which should be addressed to the under mentioned and super scribed with our **ITB No.** on the cover of your quotation with due date. You are requested to clearly mention the details enabling us to identify your quotation for the job under reference. Sealed quotations must be submitted addressed to:

Addl. General Manager &HOD (MM)
Projects & Development India Limited
PDIL Bhawan, A-14, Sector-1,
Noida – 201 301, Gautam Budh Nagar, (U.P.)
e-mail: prsahu@pdilin.com ; sbanerjee@pdilin.com

3.0 **Opening of Bids**

Bid opening will be Public. Envelope 'A' only will be opened on Technical Bid Opening Date. Price Bids (Envelope 'B') of only those bidders will be opened which will be considered technically and commercially acceptable.

4.0 Evaluation of Bids

Bids shall be evaluated for Pre-Qualification Criteria (PQC) first and Techno-Commercial Bid Evaluation shall be carried out, only for those Bids which shall meet the Pre-Qualification Criteria (PQC).

Bids shall be scrutinized on Techno-Commercial parameters. Bids having unacceptable deviation may be rejected at this stage. However, clarifications shall be sought from bidder for any shortcoming found in their Bid at this stage.

The Price Bid shall be opened only of those bidders who will be technically and commercially suitable.

5.0 Price Evaluation Criteria

Price Evaluation of Bids shall be done considering the quoted prices, by the bidder in the Price Schedule, along with GST, on overall lowest bidder considering the in-put Credit against payment of GST by PDIL.

Incomplete Price Schedule may result into rejection of bid.

6.0 Earnest Money Deposit (EMD) : Not applicable.

Validity of Bids

Prices quoted should remain valid for our acceptance for a minimum period of 90 days from the date of opening of technical bids. PDIL will not allow any revision in prices within validity period after sealed tender are opened.

7.0 If at any later date, it is found that documents, information and data submitted by the Bidder in the Bid, and based on which the Bidder has been considered eligible or successful or has been awarded the Contract is incorrect or false to the extent that had the correct or true information been made available to the OWNER at the time of Bid evaluation, the bid would have been declared ineligible or unsuccessful, the Bidder shall be forthwith disqualified or, as the case may be, the contract awarded based on such incorrect or false information shall be cancelled and the EMD/PBG/Security Deposit shall be liable to be forfeited.

8.0 Bidders are required to carefully go through the entire scope of ENQUIRY, terms and conditions, and other requirements before quoting. They should feel free to contact PDIL before submission of bid if they have any query on it. Once the bid is submitted, PDIL will presume that the bidder has understood thoroughly the Scope of Supply along with terms & conditions and all these are acceptable to them.

9.0 Bids shall be typed or written in indelible ink and must be free from corrections / erasing / overwriting etc. Any changes made must be authenticated with initial by the Bidder.

10.0 Bid shall be ideally in conformity to the Scope of supply/work along with all Terms & conditions, stipulated in the ENQUIRY. PDIL shall appreciate to receive a Bid having no deviation. However, under unavoidable circumstance, a Bidder may submit Deviations in a separate sheet, which PDIL at its own liberty may accept or reject. Deviations found elsewhere inside the Bid document shall not be considered. Deviations including condition(s), if any, found in the Price bid shall liable for rejection of a Bid in totality.

11.0 PDIL reserves the right to reject any or all the bids without assigning any reason whatsoever and does not bind itself to accept the lowest or any other bid. All bids in which any of the prescribed conditions are to be fulfilled or are incomplete in any respect are liable to be rejected. PDIL is at liberty to take any of the following actions in case of this ITB:

- a) to cancel the tender without reference to the bidders.
- b) to postpone the due date and time.

12.0 Bidders shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their bids even though Project & development of India Limited may withdraw the enquiry/tender or reject all bids.

- 13.0 **SITE VISIT:** If needed, Bidder may visit the site at PDIL Bhawan, A-14, Sector-1,NOIDA before quoting their rates. For site visit and any clarifications please contact to:

HOD (Electrical)
Projects & Development India Limited
PDIL Bhawan, A-14, Sector-1,NOIDA-201301.
Tel: 0120 – 2529878(D) / 2529842/43/47/51/91, Fax: 0120 – 252 9801
e-mail: शालिनी कटियार / Shalini Katiyar, Addl. GM(Elect)

- 14.0 Bids submitted thro' FAX and e-mail will not be accepted. No request from any bidder to PDIL to collect the bid from airlines, cargo agents etc. shall be entertained by PDIL

- 15.0 PDIL reserve the rights to assess bidder's capability and capacity to perform the contract.

Bids must be submitted on or before the closing date and time physically in the bid box at the office of AGM & HOD, Materials Management Department, Projects & Development India Ltd. A-14, Sector-1, NOIDA or by registered post/courier on the above address so as to reach well in advance of the closing date and time. Offers received late are liable for rejection & no complaint shall be entertained in this regard for any reason whatsoever including postal/courier delay.

- 16.0 To know more about us, please visit our website at <http://www.pdilin.com>

GENERAL CONDITIONS OF CONTRACT (GCC)

1.0 Scope of Contract

The Scope of Work, shall be as per Annexure-IV and/or 'Schedule of Rates'(Annexure-V), attached to the ITB, unless & otherwise it is modified, at subsequent stage of bidding.

2.0 Firm Price

Price to be quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any, except for any statutory variations i.e. change in the rate of tax & duty and/or inclusion of any new tax & duty.

Bid with variable price will not be accepted.

2.1 Price Basis

Duly executed at PDIL Bhawan, A-14, Sector-1,NOIDA-201301.

3.0 Taxes and duties

- 3.1 Goods & Service Tax (GST):** GST shall be paid EXTRA as applicable as per GST law. Bidder shall clearly indicate the present applicable rate of GST in Percentage (%) along with corresponding SAC Code and enclose a copy of GST registration certificate along with the un-priced offer

PDIL shall avail Input Credit against payment of GST. Same will also be considered while evaluating the price bid. Relevant necessary documents shall be provided by the Contractor to enable PDIL avail the above credit set up.

- 3.2** Bidders have to ensure that they should file the Tax return on time to avail input Tax credit, else the same shall be deducted from EMD/Security Deposit/Running Bills
- 3.3** Statutory variation in taxes and duties including imposition of any new tax & duty, within the scheduled Completion period, as per Contract, shall be paid at actual on production of documentary evidence.
- 3.4** In case of delay in execution, if there is any increase in the rate of tax & duty and/or there is imposition of any new tax/ duty by statutory authorities, PDIL shall restrict the payment of taxes & duties, as prevalent on the scheduled delivery/ completion period only, as mentioned in the P.O and amendment(s) there to.
- 3.5** If there is any decrease in applicable rate of taxes & duties &/or there is any withdrawal of any tax & duty by statutory authorities, during the completion period including extended/amended period of P.O, shall accrue to PDIL's a/c.
- 4.0 Effective date of Contract:** Shall be the date of issue of award of Contract.
- 5.0 Completion Period** : Report shall be submitted in Two (02) sets of hard copies and One (01) soft copy in form of 'CD' within three (03) weeks from the Effective date of Contract.
- 6.0 Payment Terms:** 100% payment shall be released within 30 days of submission of invoice after receipt of Final report [Two (02) sets of hard copy and One (01) soft copy in the form of 'CD] duly certified by HOD (Electrical) PDIL, NOIDA.

Payment will be made by account payee cheque or direct transfer in bank account through RTGS.

6.1 **Tax deduction at source**

Income tax, as applicable as per income tax act, shall be deducted at source from the Contractor's bills and a certificate towards this deduction shall be issued to the Contractor.

7.0 **Security Deposit** : Not applicable

8.0 **Price reduction clause**: In the event of delay in execution beyond contractual completion period, price reduction @ 0.5% per week or part thereof subject to maximum 5 % of total order value shall be recovered from contractor's bill.

9.0 **Insurance**

Necessary insurance(s) to cover accident risk for his employees loss of life, material etc. to crew or the third party to be arranged by Contractor at his cost.

10.0 **Statutory obligation and Safety Rules**

The Contractor will have to follow all safety rules and measures during contract period and will be fully responsible for implementing rules, obligations and statutory provisions of government and all the consequences in the event of any eventuality.

The Contractor shall be responsible to observe and comply with all statutory requirement including contract labour act 1970, minimum wage act – 1948 and EPF act 1952 etc. including all amendments thereof in vague both of central and state government. PDIL shall be kept indemnified against any action brought against it or any violation / non –compliance of any act /acts, all expenses for compliance of above acts and regulations shall be borne by the contractor.

The Contractor shall comply with at his cost all safety norms such as Fire and Safety regulation act as applicable at site.

The Contractor shall be responsible for all risk involved in respect of their personnel and material at site and arrange proper insurance coverage at his cost.

Personnel deployed should be medically fit to work should possess good conduct and should have no past criminal record and shall maintain high standard discipline, decency and decorum. PDIL reserves the right at its sole discretion to ask for replacement of any person employed by the contractor.

11.0 **Termination**

In the event of unsatisfactory performance, PDIL reserves right to cancel part or whole of the order / contract and make alternate arrangement at any time during currency of contract on risk & costs of contractor and / or forfeit security deposit

12.0 **Force Majeure**

The act of God, epidemic, wars, revolution, and official strike shall be treated as force majeure condition. In event of occurrence of such condition neither party shall be responsible for delay in performance provided that it is notified within 07 days of its occurrence. The Contractor shall provide justification by documentation countersigned by the local chamber of commerce.

13.0 Arbitration

All cases of dispute arising during execution of contract shall be resolved by mutual discussion of parties operating the Contract. In the event of failure to do so, matter will be settled as per Arbitration and Conciliation Act, 1996, as amended from time to time.

However, wherever applicable, in case of settlement of commercial disputes between PSEs inter SE and PSE(s) and Government Department(s), the same shall be settled through Permanent Machinery of Arbitrators (PMA) setup in the Department of Public Enterprises(DPEs) as per the following Clause:

“In the event of any dispute or difference relating to the Interpretation and application of the provisions of the contracts, such dispute or difference shall be referred by either party for Arbitration to the sole Arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, when so authorized by the Law Secretary, whose decision shall bind the Parties finally and conclusively. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator”.

The performance under this contract, shall not stop for any reason, whatsoever, during the said dispute / proceedings, unless the service provider is specifically directed by PDIL to desist from working in this behalf.

14.0 Jurisdiction

The P.O shall be deemed to have been entered into at Noida/Vadodara/Sindri, for PDIL's different Unit, as the case may be and all cases of action in relation to the P.O shall, therefore, be deemed to have been assigned within its jurisdiction for respective Unit/location.

SCOPE OF WORK

1.0 BRIEF DESCRIPTION OF POWER DISTRIBUTION SYSTEM

- 1.1 Entire requirement of electric power for PDIL Bhawan (nearly 650 KW) is met by PVVNL Grid at 11kV. 11kV supply is taken to PVVNL's metering panel and then to the primary of 11/0.433 kV, 1250kVA oil immersed transformer, installed outdoor through an intermediate 11kV, 1250A indoor type SF₆ Breaker Panel. The secondary of the transformer is connected to a 415V Power-cum-Motor Control Centre having 2000A Air Circuit Breaker (ACB) as incomer. The PMCC comprises of 2 more incomer ACBs for receiving power supply from 2 nos. 600kVA DG Sets. The PMCC also consists of 1 no. bus coupler ACB, outgoing DOL starter feeders, SFU feeders etc. The outgoing feeders from PMCC feed all the electric loads of PDIL Bhawan, which mainly consist of lighting, fans, central air conditioning system, window/ split air conditioners, UPS, lifts, fire fighting system, water coolers, water supply pump motors and miscellaneous other loads.

All interconnecting power and control cables are partly laid in RCC trenches, partly on overhead racks, conduits (embedded in wall) and partly buried underground.

However, DG Sets (2 nos. 600kVA and 1 no. 62.5kVA silent type) are started as per requirement upon failure of PVVNL supply, to feed the entire electrical loads of PDIL Bhawan. 600kVA DG Set no. 1 is primarily meant for catering the load of Central Air Conditioning Unit and 600kVA DG Set no. 2 is for lighting, fans, motors, lifts, room air conditioners etc.

Street Light is connected through Solar PV Cells. In case of any problem in system, this light can also be operated through normal power.

1.2 ELECTRICAL LOAD DETAILS

Bulk of electrical loads is lighting load comprising mainly fluorescent lamp and CFL lighting fixtures for indoor lighting and street & area lightings, ceiling/ pedestal/wall/exhaust fans. 2X60kVA and 1X25kVA UPS with Stabilizer/ Bypass panels are also there for feeding supply to IT equipments like servers and computers.

Besides these loads, there is a large Central A/C Plant comprising of compressor motors, chiller pump motors, condenser water pump motors, air handling units, heaters etc., total load of which is 350 KW (approx.). Complete A/C plant is connected through a separate MCC (under Mechanical Department).

Besides the above mentioned loads, 1 no. fire water pump motor, 1 no. jockey water pump motor and 2 Nos. booster water pump motors are also installed in PDIL premises. The above fire fighting pump motors are connected to PMCC through a fire fighting panel.

2.0 SCOPE OF ELECTRICAL SAFETY AUDIT

2.1 GENERAL SAFETY CHECKUP

- 2.1.1 Physical inspection and checking of complete electrical distribution of the complex to identify electrical hazards and to suggest electrical safety solutions.

2.2 THERMOGRAPHY STUDY

An IR scan is a non-invasive method for identifying defective components, degraded electrical connections or other conditions that could result in a fire or electrical breakdown.

- 2.2.1 Study of abnormalities / anomalies existing in the present Electrical System.

- 2.2.2 Temperature difference between the area of concern and the reference area & cause of temperature difference.
- 2.2.3 Suggestions for corrective action in case of any abnormal condition.

2.3 REVIEW OF EARTHING SYSTEM

- 2.3.1 Physical Inspection of each earth pit
- 2.3.2 Proper Marking of Earth Pit
- 2.3.3 Earth Resistance Checking
- 2.3.4 Leakage Current Checking

2.4 To design Electric Preventive Maintenance (EPM) programme

3.0 INSTRUCTION TO BIDDERS

- 3.1 Detailed audit plan will be prepared in consultation with PDIL to take care of normal operation of all activities.
- 3.2 All tools and tackles/ any other requirement, necessary for carrying out Electrical Safety Audit shall be arranged by the bidder, free of cost. No hiring / transportation charges will be paid by PDIL on this account.
- 3.3 Deliverables
 - 3.3.1 Detailed report Electrical Audit as per "Scope of Electrical Safety Audit"
 - 3.3.2 Recommendation and suggestion for problematic area
 - 3.3.3 Electric Preventive Maintenance (EPM) programme
- 3.4 Report shall be submitted in 2 sets of hard copies and in soft form (one no. CD) within three (03) weeks from issuance of Work Order.
- 3.5 It is suggested to visit the PDIL Noida Complex before submitting the bid for realistic estimation of the job.

SCHEDULE OF RATE

Sl. No.	Description	Lump-sum charges (Rs.)
1.	Carrying out "Electrical Safety Audit" of PDIL Bhawan, NOIDA as per Scope of Work (Annexure-IV) enclosed	
GST @.....% shall be extra (Bidder to indicate present applicable rate of GST)		

NOTES:

1. Prices shall be inclusive of all the activities including travelling, lodging & boarding charges, if any and report submission.
2. The prices will remain firm and fixed till completion of job.

Signature of Bidder: _____

Check List

(Summary of Terms and Conditions)

(Bidder must confirm point by point and strike out whichever is not applicable)

Name of Bidder: _____

Offer No. _____

Sl. No.	Description	ITB requirement	Bidder's Confirmation/ Acceptance/ Comments
1.0	Price Basis: Duly executed at PDIL Bhawan, A-14, Sector-1,NOIDA-201301. As per Clause 2.1 of Annexure-III of ITB	To confirm	
2.0	Payment terms: As per Clause 6 of Annexure-III of ITB	To accept	
3.0	Completion Period : Within three (03) weeks from the Effective date of Contract. As per Clause 5 of Annexure-III of ITB	To confirm	
4.0	Validity of Offer: 90 days from Technical Bid Opening Date	To confirm	
5.0	Documents in support of 'Pre Qualification Criteria' for Bidders" indicated in Annexure-I of ITB as per the requirement.	To Submit	
6.0	Copy of PAN card	To Submit	
7.0	Copy of GST Registration Certificate	To Submit	
8.0	Price Confirmation Copy - A copy of Priced offer(Annexure-V), keeping price blank (hiding the price) and in place indicating "Quoted" or "√", as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties. To be filled in and submitted along with un-priced techno commercial bid.	To furnish	
9.0	Whether the Company is registered as M S E (Micro & Small Enterprises) if 'Yes', indicate the registration No. and enclose a copy of Registration Certificate.	YES / NO.	
9.1	Whether the M S E Company is owned by SC / ST	YES / NO.	
10.0	Confirmation of Acceptance to all Terms and Conditions of the Tender Document in totality.	To confirm	
11.0	Name, Designation, Telephone Nos. FAX No. and e-mail ID of contact person for this enquiry.		

It is confirmed that in case any of the terms and conditions mentioned in this summary are at variance with those indicated anywhere else in our offer, the condition indicated in his summary shall prevail.

Signature of Bidder: _____

ITB: 11/PNMM/E/4803/2017-18/100950
SUB: Electrical Safety Audit for PDIL Bhawan, NOIDA.

Stamp: _____

Annexure-VII
Page: 1/1

(Self Declaration on Bidder's Letter Head as per below performa)

DECLARATION

To ,

Projects and Development India Ltd.

Noida – 201301

Subject : ITB No.Dt.

Sir ,

We hereby declare that M/s is neither put on Holiday or Black-listed by any Government / PSU / Private firm or Financial Institution .

Signature

Name :

Designation :

Seal of the Bidder.

DECLARATION FOR ONLINE PAYMENT

1.0	COMPANY/ FIRM DETAILS:	
1.1	Name of Company/ Firm:	
1.2	Address: Phone No. E-mail ID:	
2.0	BANK DETAILS:	
2.1	Name of the Bank	
2.2	Address of the Branch Telephone No.	
2.3	9 Digit Code number of the Bank and Branch appearing on the MICR cheque issued by the Bank	
2.4	11 Digit NEFT/IFSC Code of the Bank Branch	
2.5	Account Type (SB/CC/CA)	
2.6	Bank Account No.(as appearing on the Cheque)	
3.0	Permanent Account Number (PAN) Under Income Tax Act.	
4.0	Service Tax Registration Number	
5.0	Name of Authorized Signatory	
6.0	Contact Person Name	

SIGNATURE OF AUTHORISED SIGNATORY OF THE FIRM

NAME: _____

OFFICIAL SEAL _____

DATE: _____

Note: Please furnish the above declaration for online payment duly typed on the Company's Letter head, filled in, signed by the authorized person with your Company's Seal.