

भारतीय सर्वेक्षणविभाग  
Survey of India



**TENDER DOCUMENT FOR HIRING THE SERVICES OF COMPUTER OPERATOR/TYPIST, LOCAL LABOURERS, SAFAI KARMI & MALI FOR OFFICE DUTIES.**

**Tender No.28/4-E- Contract, Dated: 08/01/2020**

**IMPORTANT DATES**

Date of Publishing	08/01/2020
Bid Document Download Start Date	08/01/2020
Clarification Start Date	09/01/2020
Date of Prebid Conference	16/01/2020
Clarification End Date	31/01/2020
Bid Submission Start Date ( online)	08/01/2020
Bid Submission End Date ( online)	03/02/2020
Date of Technical Bid Opening(online)	04/02/2020
Date of Financial Bid Opening (online)	07/02/2020
Bid validity period	180 Days from Technical bid opening date

Tender Document can be downloaded free of cost from Survey of India website:[www.surveyofindia.gov.in](http://www.surveyofindia.gov.in) and CPP Portal(<https://www.eprocure.gov.in>).

For any queries/clarification on content of Tender document you may kindly contact, Director, National Geo-Spatial Data Centre, No 6 Block Hathibarkala Estate, Dehradun at phone No 0135 2747623 or write to [ngdc.soi@gov.in](mailto:ngdc.soi@gov.in). However, any queries relating to the process of online submission of bids relating to CPP portal in general may be directed to CPP portals 24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005

*AK*  
CARON KUMAR  
Member OS

*AK*  
8/1/2020  
Ajay Kumar  
Member OS

*Book*  
08/01/2020  
Pankaj Kumar  
Member OSS

*MP*  
8/1/2020  
Malipal Singh  
Member SS

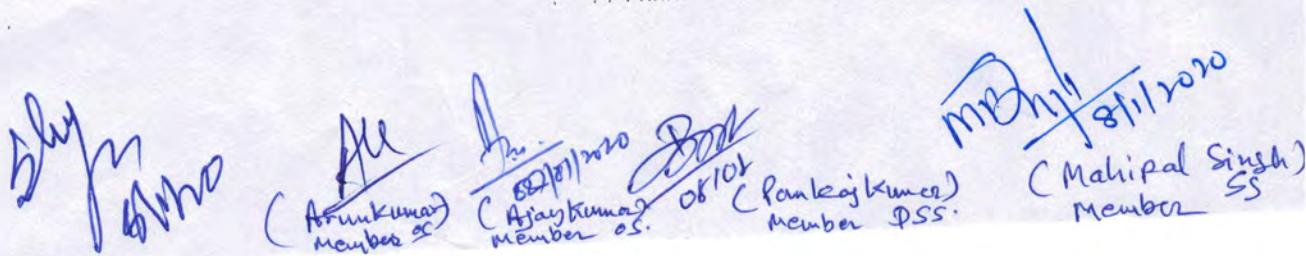
**GOVT. OF INDIA  
DEPARTMENT OF SCIENCE AND TECHNOLOGY  
SURVEY OF INDIA**

**TENDER DOCUMENT FOR HIRING THE SERVICES OF TYPIST, LOCAL LABOURES,  
SAFAI KARMI & MALI FOR OFFICE DUTIES.**

E-Tenders are invited by The Director, National Geo-Spatial Data Centre, No 6 Block Hathibarkala Estate, Dehradun on behalf of The President of India from reputed and experienced Companies/Firms/Agencies under TWO Bid System i.e. **1) Technical Bid** and **2) Financial Bid** for hiring the services of Typist, Local Labourers, SafaiKarmi & Mali as per details furnished below:-

**1.0 PARTICULARS OF THE TENDER:**

a)	Designation and address of the authority inviting tender	:	The Director, National Geo-Spatial Data Center, Block 6, Survey of India, Hathibarkala Estate, Post Box 200 Dehradun-248001 Tel. No. 0135-2747623 Fax: 0135-2742971															
b)	Tender may be obtained from	:	Downloaded from Survey of India website and Central Public Procurement Portal.															
c)	Tender No.	:	No. _____, dated _____/01/2020															
d)	Name of Work	:	Providing services for Computer Typist, Local Labourers, SafaiKarmi & Mali in National Geo-Spatial Data Center.															
e)	Scope of Work	:	The Skilled, Semiskilled/Unskilled Personal will be employed for office duties as per requirement.															
f)	Details of Post/Personnel required	:	<table border="1" style="width: 100%;"> <thead> <tr> <th>Personal (Post)</th> <th>Category</th> <th>Approximated No.</th> </tr> </thead> <tbody> <tr> <td>Compter Typist</td> <td>Skilled</td> <td>10 Nos.</td> </tr> <tr> <td>Local Labour</td> <td>Un-Skilled</td> <td>18 Nos.</td> </tr> <tr> <td>SafaiKarmi</td> <td>Un-Skilled</td> <td>01 No.</td> </tr> <tr> <td>Mali</td> <td>Semi-Skilled</td> <td>01 No.</td> </tr> </tbody> </table> <p>The Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 may increase or decrease the number of Post at the time of commencement or during the contract period depending upon the prevailing circumstances and available of budget.</p>	Personal (Post)	Category	Approximated No.	Compter Typist	Skilled	10 Nos.	Local Labour	Un-Skilled	18 Nos.	SafaiKarmi	Un-Skilled	01 No.	Mali	Semi-Skilled	01 No.
Personal (Post)	Category	Approximated No.																
Compter Typist	Skilled	10 Nos.																
Local Labour	Un-Skilled	18 Nos.																
SafaiKarmi	Un-Skilled	01 No.																
Mali	Semi-Skilled	01 No.																
g)	Place of Opening of Tenders	:	Office of the Director National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001															
h)	Bid Submission End (Date and Time)	:	03/02/2020 (12:00 hrs.)															
i)	Date and Time for opening of Technical Bid	:	04/02/2020 (11:00 hrs.)															
j)	Total Number of Pages of tenders documents.	:	16 Pages															


  
 (Arunkumar) member OS  
 (Ajaykumar) member OS  
 (Pankajkumar) member PSS  
 (Mahipal Singh) member SS  
 08/01/2020  
 08/11/2020

## 2.0 ELIGIBILITY CRITERIA (FOR THE AGENCY):

- a) The Agency should have proper registration certificate issued by the Regional Labour Commissioner.
- b) Agency should have experience in services for a period of three years of value not less than Rs. Twenty Lakh per annum in single order executed with Central/State Govt., Govt. undertaking funded by the Govt.
- c) The bidder should enclose the self attested photocopy of ITR for last three years.
- d) EPF Registration with EPF code numbers.
- e) ESI Registration with ESI code numbers.
- f) Details of works of similar nature carried out in Central/State Govt. bodies/ Department/ PSUs/Autonomous bodies/ industries/factories/ or other similar organization in the last 3 years ending on 31/03/2019 Details should be given as per Annexure-D.
- g) The bidder must have a minimum annual turnover of Rs. Twenty Lakh in previous three years. Proof of Copies of Balance sheet and Profit & Loss A/c of previous three financial years ending 31/03/2019 duly certified by CA should be enclosed with the bid.
- h) List of Arbitration cases (if any).
- i) Self Attested copies of certificates/allotment letter of Goods & Services Tax and PAN Number.
- j) Details of managerial, supervisory and other staff.
- k) The Bidder must have a local office in Dehradun. The bidders should provide the address and telephone/fax details of Dehradun office in the bid.

## 3.0 TENDERING PROCESS:

**Tendering Process:** only E – tenders will be accepted.

(A) **Technical Part of the Bid** should contain:

- i) Checklist of documents submitted as per **Annexure-A**.
- ii) The Proforma as per **Annexure-B**.
- iii) Acceptance of Tender offer as per **Annexure-C**.
- iv) A declaration regarding correctness of all documents & informations as per **Annexure-D**.
- v) Uploaded copy of Demand Draft/Bank Guarantee for Earnest Money.
- vi) All other required documents.

(B) **Financial part of the Bid** should contain rates as per BOQ.

(C) The bidder name, telephone number, email ID and complete mailing address shall be indicated on the cover of the outer envelope containing EMD.

*[Handwritten Signature]*

(Anur Kumar)  
Member OS.

*[Handwritten Signature]*  
28/07/2020  
(Ajay Kumar)  
Member OS

(Ranjit Kumar)  
Member DSS

*[Handwritten Signature]*  
18/11/2020  
(Mahipal Singh)  
Member SS

(D) **Evaluation of Tenders:**

- (a) The technical evaluation will be done to assess the ability of the agencies to render the requisite services subject to qualifying the eligibility criteria.
- (b) Technical Bid and checklist (Annexure "A") will be checked for the completion, if all requisite documents sought in the Technical Bid are not found with the tender documents or are not found satisfactory the tender will be declared as non-responsive and thus liable for rejection. In such case Financial Bid of the respected firm will not be opened. Financial Bid should be strictly in compliance to the provisions and instructions given in the tender. In case of any violation/deviation, such tender should be considered as non-responsive and thus liable for rejection.
- (c) Tenders will be examined to determine the correctness of the information furnished by the Bidder in its tender. In case any information is found to be incorrect/false, the tender shall be considered as non-responsive.

**4.0 SCOPE OF THE WORK ELIGIBILITY AND QUALIFICATION CRITERIA FOR MANPOWER TO BE HIRED:**

**i) Eligibility and duties for Computer Typist.**

Computer Typist should be graduate with computer diploma from recognized institute. He/She should be well conversant in maintenance of official work i.e. Diary, Docketing of letters etc and well conversant in English and Hindi Typing with Computer knowledge. Working hours will be from 09:00 hrs to 17:30 hrs on all working days except weekly off. The Director National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 reserves the right to change the timings and assign other related duties, if required. He/She should be more than 18 years of age.

**ii) Eligibility and duties for Local Labour:**

The Local Labour should be minimum 5<sup>th</sup> Pass. The local mazdoor provided by the contractor should be aged between 18 to 55 years. He/She should be ready to work in National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 or any other site as per the requirement of National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001. The local mazdoor provided by the contractor will have to work for eight hours a day and six days in a week from Monday to Saturday. The Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 reserve the right to change the timings and assign other related duties, if required. He should be more than 18 years of age on the date of recruitment.

*[Handwritten signatures and dates]*

(Arun Kumar) OS  
Member

(Ajay Kumar) OS  
Member

(Ranjit Kumar) OS  
Member

(Mahipal Singh) OS  
Member

08/01/2020

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08/11/2020

**iii) Eligibility and duties for SafaiKarmi:**

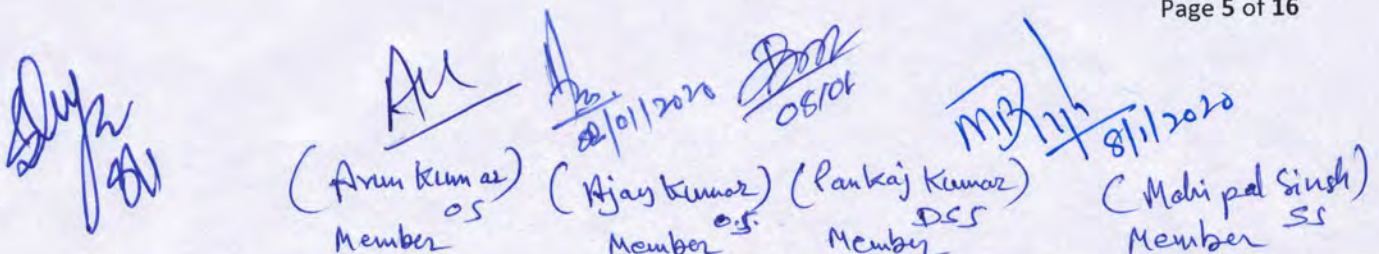
The SafaiKarmi should be minimum 5<sup>th</sup> Pass. The Safaiwala shall be employed for cleaning of rooms, corridors, toilets, clearing shall and big dustbins etc. in the office buildings and outer areas of the office premises under the Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001. The SafaiKarmi provided by the contractor will have to work for eight hours a day and six days in a week from Monday to Saturday. The Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 reserve the right to change the timings and assign other cleaning duties, if required. He should be more than 18 years of age on the date of recruitment.

**iv) Eligibility and duties for Mali:**

The Mali should be minimum 5<sup>th</sup> Pass. The Mali shall be employed for cleaning of garden, grow the plants, flowers, grass, trimming the plants, vegetation, spray the pesticides time to time and watering the plants etc. in the office complex and outer areas of the office premises. The Mali provided by the contractor will have to work for eight hours a day and six days in a week from Monday to Saturday. The Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 reserve the right to change the timings and assign other cleaning duties, if required. He should be more than 18 years of age on the date of recruitment.

**5.0 TERMS AND CONDITIONS:**

1. Online bids only will be accepted.
2. The rules, regulations, orders and directions issued by Govt. of India from time to time on the subject, shall be final and binding on all bidders.
3. The Director, NGDC reserves the right to reject any or all bids without assigning any reason.
4. The bidder should upload the scan copy of a Demand Draft or Bank Guarantee of the amount **Rs.1,00,000/- (One Lakh)** as earnest money in the name of Senior Accounts Officer CP&AO, Dehradun. The bid security (Earnest Money) is to remain valid for a period of 45 days beyond the final bid validity period. The bid without EMD will be treated as non-responsive. **EMD in physical form must be deposited at NGDC, Survey of India, Dehradun before the date of opening of Technical bids.**
5. Firms registered in NSIC will be exempted from submitting EMD with other benefits as per government of India orders provided they submit the relevant valid certificate. The bidder should upload scan copy of EMD exemption certificate along with bidding document & **EMD exemption certificate in physical form must be submitted at NGDC, survey of India before date of opening of technical bid.**

  
(Arun Kumar) 05/01/2020  
(Ajay Kumar) 05/01/2020  
(Pankaj Kumar) 05/01/2020  
(Mahipal Singh) 05/01/2020  
Member Member Member Member

6. The bidder, if desires may be present at the time of opening the bid. If the bidder himself is unable to present, his authorized representative will be permitted only if he/she possess valid authority letter of the bidder.
7. The successful bidder will have to furnish an agreement on Rs. 100/- Non judicial Stamp paper at his own expense.
8. The successful bidder will have to deposit 5% of bid value as Security Deposit in form of FDR/Bank Guarantee, valid for 14 Months for the date of start of contract.
9. In the matter of interpreting the terms and conditions of the contract, **the decision of the Director N.G.D.C. shall be the final.**
10. The bidders have to submit all the pages of the tender document with their signature & stamp.
11. The bidder should insure to submit Annexure 'A', Annexure 'B', Annexure 'C' & Annexure 'D', with signature and stamp of the firm.
12. For any dispute, that may arise, the matter will be referred to sole Arbitrator i.e. Surveyor General of India. The decision of the Surveyor General of India will be final.

#### 6.0 **EARNEST MONEY DEPOSIT (BID SECURITY):**

- (a) Earnest Money Deposit of fixed amount should be **Rs. 1,00,000/-** (One Lakh) in the form of FDR, Bank Guarantee etc valid for a period of 45 days beyond the final bid validity period of any Commercial Bank in favour of the **"Senior Accounts Officer, Central Pay and Accounts Office, Survey Of India"** payable at Dehradun should be submitted along with the tender. Shortfall in amount of Earnest Money Deposit, if any, will result in rejection of the Tender. The Bank Guarantee submitted by the bidder, should be unconditional in all cases.
- (b) Earnest money deposit of the unsuccessful bidders will be returned at the earliest after expiry of the final bid validity & latest on or before the 30<sup>th</sup> day after the award of contract.
- (c) Earnest money deposit of the successful bidder would be refunded to the successful bidder only after receipt of performance security.
- (d) Validity of Rates- Rates offered must be rated for a period of **180 days** from the date of opening of Technical Bid.

#### 7.0 **PERFORMANCE SECURITY:**

The performance Security should be furnished for and amount of **5%** of the Contract Value with validity of fourteen months or 60 days beyond the date of completion of all contractual obligations. The successful Agency shall furnish the performance security in the form of FDR, Bank Guarantee from a nationalized bank in favour of **"Senior Accounts Officer, Central Pay and**

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(Anin Kumar)  
Member OS

*AS*  
08/01/2020  
(Ajay Kumar)  
Member OS

*PK*  
08/01  
(Pankaj Kumar)  
Member OS

*MR*  
08/01/2020  
(Mahi pal Singh)  
Member OS

**Accounts Office, Survey Of India** Payable at Dehradun protecting the interests of the Government in all respects. The proceeds of the Performance Security shall be payable to the Survey of India as compensation for any loss/penalties/liquidated damages resulting from the service provider's failure to honour its obligations under the contract. Performance security should be deposited within 14 days of the issue of letter of intent/award of contract.

The performance security shall be returned to the Contractor on successful completion of the service for which computer operator/typist, local labourers, safaikarmi&mali were hired.

In case contract is awarded to a firm/agency and such firm/agency fails to provide the services of computer operator/typist, local labourers, safaikarmi&mali at the accepted rates on the scheduled date & time, the contract awarded shall be cancelled & Performance security shall be forfeited.

### 8.0 OTHER TERMS AND CONDITIONS:

1. Bidders are advised to study carefully the tender documents and the conditions before quoting their bid. All the pages of the tender form should be signed (with stamp) by the bidder as a token of acceptance.
2. Tenders received after due date/time, or without compliance of Check List and other necessary documents shall be summarily rejected.
3. The board will consider the eligibility and total monetary liability to the department while finalizing the tenders.
4. The bidder should furnish a certificate that all the terms and conditions of the tender document are understood by the tenderer and ready to abide by the same without any variation. (Annexure D).
5. The agency providing the desired personnel will be solely responsible for their conduct.
6. Persons hired for the desired job will have no claim for Govt. job under any circumstances.
7. The **rates quoted in the tender must remain valid for 180 days (six months) from the date of opening of tender.** Rates will not be changed under any circumstance.
8. The rate quoted by the Agency **should not be less than the rate of minimum wages** as prescribed by the Central Govt. of India, Ministry of Labour.
9. The agency will have to comply all the existing acts on EPF/CPF, ESIC, Insurance, Medical and Minimum Wages etc as per central Govt. norms." It would be sole responsibility of the Agency to provide all the statutory benefits and contributions of ESI, PF etc. to all the workers at his own cost.

*[Signature]*  
Member

*[Signature]*  
(Arun Kumar)  
Member

*[Signature]*  
(Ajay Kumar)  
Member

*[Signature]*  
(Pankaj Kumar)  
Member

*[Signature]*  
(Mahipal Singh)  
Member

10. The rates should be indicated both in words and figures. In case of discrepancy between the figure (number) and words, the rates given in the words only will be taken as authentic and no further clarification will be sought from the bidder.
11. Undertaking of the agency confirming the availability of adequate manpower of requisite qualification and experience for deployment.
12. The Earnest Money is liable for forfeiture in the event of: (a) withdrawal of offer during the validity period of the offer, (b) Non-acceptance of orders when placed, or (c) Non-confirmation of acceptance of order within the stipulated time after placement of offer, (d) Any unilateral revision made by the bidder during the validity period of the offer.
13. The bidder is expected to examine all the instructed forms, terms and specifications in the tendering documents. Failure to furnish all information required by the tendering document or submission of a tender not substantially responsive to the tendering documents in every respect will be at the bidder's risk and may result in the rejection of the tender.
14. The Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 reserves the right to reject any or all the tenders without assigning any reasons thereof.
15. **Rates quoted/accepted will be valid for 12 months** from the date of agreement & during period no demand for increase of wages will be entertained. The Agency will have to provide its Telephone numbers to be available for contact for 24 hours x 7 days.
16. All notice, communications, reference and complaints made by the Agency concerning the work shall be in writing addressed to Director, National Geo-Spatial Data Center Block 6, Hathibarkala Estate, Post Box 200 Dehradun-248001 only. Other modes are not recognized.

#### 9.0 PAYMENT TERMS:

- i) Payment to the Service provide for the manpower deployed will be made on monthly basis by the office after deduction of Income Tax and other applicable taxes at the rates in force as per applicable laws/Acts.
- ii) Payments to the Computer Operator/Typist, Local Labourers, SafaiKarmi & Mali should be made by the firm only by RTGS in the bank account of the individual before 7<sup>th</sup> day of each month and payment details will be submitted to this office.
- iii) Payment will be made on the basis of actual service (Man days) provided by the Agency.
- iv) The firm should mandatorily submit slips/challan of previous month regarding deposition of EPF, ESIC etc of the respective individuals along with the wages bill submitted to Survey of India (SOI) by the firm, failing which payment to the firm would not be made.

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(Arum Kumar)  
Member a.s.

*[Handwritten signature]*  
08/01/2020  
(Ajay Kumar)  
Member a.s.

*[Handwritten signature]*  
08/01  
(Pankaj Kumar)  
Member DSS

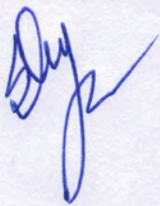
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18/1/2020  
(Mali pal Singh)  
Member SS



v) Services charges are not applicable on EPF & ESIC

**10.0 TAXES**

Income tax as applicable will be deducted at source from each bill for which necessary PAN No. is required to be provided. Self Attested photocopy needs to be enclosed.



(Ajay Kumar)  
O.S.  
Member



(Ajay Kumar)  
O.S.  
Member

28/01/2020



(Pankaj Kumar)  
Member DSS

28/01/2020

(Malipal Singh)  
Member SR

(Annexure 'A')

CHECK LIST

Sl. No.	List of Items	Submitted (Yes or No)
1	Registration certificate of bidder issued by the appropriate authority.	
2	Documents showing execution of similar work in any central/state govt. departments/PSUs.	
3	ITR for last three years ending on 31 <sup>st</sup> march 2019	
4	PF Registration certificate & PF Code Number	
5	ESI Registration Certificate & ESI Code number	
6	Proof of annual turnover in the form of Balance sheets certified by qualified Chartered Accountant.	
7	Copy of PAN card, Copy of GST registration certificate	
8	Earnest Money Deposit	
9	Tender form with signature & stamp of firm on all pages.	
10	Whether the bidder has provided the address and telephone/fax details of Dehra Dun office in the bid.	

Authorized Signature with Stamp

*Signature*  
8/1/20

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(Arunkumar) Member O.S.

*Aj*  
(Ajay Kumar) Member O.S.

*Pankaj*  
(Pankaj Kumar) Member DSS

*Mahipal*  
(Mahipal Singh) Member

8/1/2020

**INFORMATION ABOUT THE TENDERER**

1.	Name of the Firm/company/individual	
2.	Year of Establishment	
3.	Status of the firm/company (Partnership, Limited etc)	
4.	Postal Address  Telephone No.  Fax No.  E-Mail  Website Address (if Applicable)	
5.	Bank Account Detail for e-payment	Account No. Account Type Name of Account Holder Address of Account Holder Name of Branch Address of Branch IFC Code
6.	Any authorized branches of the Firm/Company, if so give details	
7.	Name of the proprietor/partner/Managing Director etc.	
8.	Nature of Firm/company/Manufacturer/Stockiest/Dealer/Distributor/Agent etc.	
9.	Turnover for the last three financial years in Rs. (Year wise with Documentary Proof)	
10.	Name of Existing Clients (Govt./PSU/Major Client)	
11.	If already doing business with SOI give details a) Work b) Since when	
12.	Name and address of organization registered with	
13.	Registration No.	
14.	Date of Registration	
15.	Date till which Registration is valid	
16.	Has your firm ever been blacklisted by the Govt. or any other authority? Please give details and reasons thereof	
17.	If blacklisted & Revoke give details the same	

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*for*  
*Shikha*

*AK*  
(Arun Kumar)  
Member OS

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08/11/2020  
(Ajay Kumar)  
Member OS

*DK*  
05/01  
(Pankaj Kumar)  
Member OSS

*MP*  
18/1/2020  
(Mahi pal Singh)  
Member SS

18.	PAN/TAN	
19.	GST Registration No.	

Authorized Signature with Stamp

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*(Signature)*

*Ale*  
*(Arunkumar)*  
a.s.  
Member

*08/09/2020*  
*(Ajay Kumar)*  
a.s.  
Member

*05/10/20*  
*(Pankaj Kumar)*  
Member DSS

*08/11/2020*  
*(Mahipal Singh)*  
Member  
SS

(Annexure 'C')

**Certificate of Acceptance of all Terms & Conditions**

Certified that we have read and understood all the terms and conditions in the tender document and that our company / firm namely, \_\_\_\_\_ do hereby unconditionally accept all the Terms & Conditions set out in the tender document including the penalty clause therein.

Authorized Signature with Stamp

*Sly*  
*8/11/2020*

*Arun Kumar*  
*08/11/2020*  
(Arun Kumar)  
Member OS.

*Ajay Kumar*  
(Ajay Kumar)  
Member OS.

*Pankaj Kumar*  
*08/11/2020*  
(Pankaj Kumar)  
Member DSS

*Malipal Singh*  
*8/11/2020*  
(Malipal Singh)  
Member OS.

(Annexure 'D')

**Declaration**

I/We do hereby declare that the entries made in the application are true to the best of my / our knowledge and belief. I/We do also confirm that I/We have read and understood General conditions of Contract as contained in this tender document and agree to abide by the same in all respect.

I/We undertake to communicate promptly to SOI all the subsequent changes in condition affecting the accuracy of the details given above. Further I/We undertake that in case the facts/ information furnished, as above is/has been found false, the SOI may be its absolute discretion reject/cancel any assignment, if any, awarded / agreed to be awarded to me / us and in such case I / We shall not be entitled to claim any damages/ whatsoever in regard to that assignment.

**Signature of Proprietor/ Director/ Managing**

**Director/ Constituted authority.**

**Place:**

**Name:**

*[Handwritten signature]*

*[Handwritten signature]*  
(Arun Kumar)  
Member OS

*[Handwritten signature]*  
02/01/2020  
(Ajay Kumar)  
Member OS

*[Handwritten signature]*  
OS/04  
(Pankaj Kumar)  
Member OS

*[Handwritten signature]*  
18/10/20  
(Mahipal Singh)  
Member OS

## BANK GUARANTEE BOND

In consideration of the President of India (hereinafter called "the Government") having agreed to exempt \_\_\_\_\_ (hereinafter called "the said contractor(s)") from the demand, under the terms and condition of an Agreement dated \_\_\_\_\_, made between \_\_\_\_\_ and \_\_\_\_\_ for \_\_\_\_\_ (hereinafter called "the said Agreement"), of security deposit for the due fulfilment by the said contractor(s) of the terms and conditions contained in the said Agreement on production of Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) we, \_\_\_\_\_ (hereinafter referred to as "the bank") [indicate the name of the Bank]

At the request of \_\_\_\_\_ contractor(s) do here by undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement.

2. We, \_\_\_\_\_ do hereby undertake to pay the [indicate the name of Bank]

amounts due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Govt. by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s), failure to perform the said Agreement. 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. \_\_\_\_\_.

3. We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit of 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 thereunder and the contractor(s)/supplier(s) shall have no claim against us for making such payment.

4. We, \_\_\_\_\_ further agree that the guarantee [indicated the name of Bank]

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 \_\_\_\_\_ office/Department/Ministry of \_\_\_\_\_ certifies that

*[Handwritten signature]*

*[Handwritten signature]*  
(Anur Kumari)  
Member OS

*[Handwritten signature]*  
08/07/2020  
(Ajay Kumar)  
Member OS

*[Handwritten signature]*  
08/07  
(Pankaj Kumar)  
Member OS

*[Handwritten signature]*  
18/11/2020  
(Malipal Singh)  
Member SS

the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharge this guarantee. Unless a demand or claim under this guarantee

is made on us in writing on or before the \_\_\_\_\_ we shall be discharged from all liability under this guarantee thereafter.

5. We, \_\_\_\_\_ further agree with the Government [indicate the name of Bank]

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 & condition of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for anytime or from time to time any of the powers exercisable by the Government against the said contractor(s) 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(s) or for any forbearance, act or commission on the part of the Government or any indulgence by the Government to the said Contractor(s) 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.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/ Supplier(s).

7. We, \_\_\_\_\_ lastly undertake not to revoke

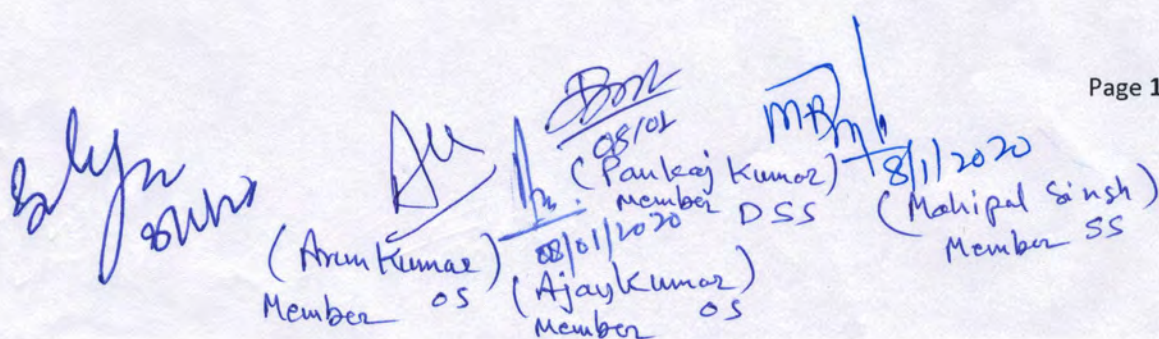
[indicate the name of Bank]

This guarantee during its currency except with the previous consent of the Government in writing.

Dated the \_\_\_\_\_ day of \_\_\_\_\_.

For

[Indicate the name of Bank]


  
 (Arun Kumar) Member OS
   
 (Ajay Kumar) Member OS
   
 (Pankaj Kumar) Member DSS
   
 (Mahipal Singh) Member SS