

**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL**  
**HOSTEL TRUST**

**POST SRINIVASNAGAR, MANGALORE – 575025 (DK)**

Phone: (0824) 2474800

E- mail: [nitksh4800@gmail.com](mailto:nitksh4800@gmail.com)

Fax: (0824) 2474033

Website: <http://www.nitk.ac.in>



**TENDER DOCUMENT**  
**FOR**  
**THE SALE OF METAL AND PLASTIC SCRAPES**  
( Short term Tender – Single cover system )

*Seal and Signature of Bidder*

*Professor in – charge NITKS Hostels*

(-Sd-)

Tender Notification. No: **25 NITKSH / Scrap Sale/ 2019/Supdt.**

Dated 29/04/2019

**Name of Goods** : **METAL & PLASTIC SCRAPS**

Estimated amount put to tender : **Refer Annexure A**

E M D Amount : Rs 10,000/-

**Last date for submission of Tender** : **26/05/2019 Before 3.30 PM**

Address for Submission of Tender : Professor in – charge  
NITKS Hostels  
POST: SRINIVASNAGAR  
SURATHKAL  
0824-2474800

Date of opening sealed bid : **29/05/2019** at 4.00 PM (if possible)

Tender document issued to  
(Non – transferable)

*Seal and Signature of Bidder*

*Professor in – charge NITKS Hostels*



**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL  
HOSTELS TRUST**

POST SRINIVASNAGAR, MANGALORE – 575025

Phone: (0824) 2474800

E- mail: [nitksh4800@gmail.com](mailto:nitksh4800@gmail.com)

Fax: (0824) 274033

Website: <http://www.nitk.ac.in>

Tender Notification. No **25 NITKSH/Scrap Sale/2018-19/Supdt.**

Dated 29/04/2019

NOTICE FOR INVITING TENDER

**SHORT TERM TENDER NOTICE FOR AUCTION OF METAL, PLASTIC SCRAP AND MISC. ITEMS**

The National Institute of Technology Karnataka, Surathkal (henceforth 'NITKS') is an autonomous body under Ministry of HRD, Govt. of India, a Deemed University, imparting Technical Education and engaged in Research Activities. It is proposed to dispose the items used in NITKS Hostels.

Competitive SHORT TERM TENDERS in sealed cover super scribing the tender details are invited from interested firms/ vendors for disposal of Scrap (approximate quantity – 5 tonnes). The quantity indicated is approximate and sale shall be on weightment at the time of taking delivery of the scrap and on '**as is where is**' basis.

1. Name of Goods : METAL, PLASTIC, MISC. SCRAPS
2. Estimated Salvage value : Rs. 5,00,000/- (Rupees Five Lakh only)
3. E M D : Rs. 10,000/- (Rupees Ten Thousand only)
4. Time for completion delivery after getting Sales order : Seven days
5. Last date at time for submission of Tender : 26/05/2019 before 03.30 PM
6. Tender to be submitted at the following Address :

Professor in-charge, NITKS Hostels,  
Post Srinivasnagar, Surathkal- 575025.  
Office: +91824 2474800  
Email: [nitksh4800@gmail.com](mailto:nitksh4800@gmail.com)

7. Place, Date and time of opening of bid :

**Date: 29/05/2019 Time: at 4.00 PM Venue: NITKS Hostels Committee Room**

Note: NITKS Hostels shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

[Signature of Professor in charge NITKS Hostels with Seal]

*Seal and Signature of Bidder*

*Professor in – charge NITKS Hostels*

## **SECTION I: INSTRUCTION TO BIDDER (ITB)**

1. The bid should be submitted in sealed cover system
2. Tender documents can be obtained from NITKS Hostels office on specific request. Tender document will be issued from 1<sup>st</sup> May 2019 to 16<sup>th</sup> May 2019 up to 2.30 pm. The tender notice is also published in NITK website [www.nitk.ac.in](http://www.nitk.ac.in). Interested firms/ individuals can download the tender document and submit the Price Offer in the form of Demand Draft drawn in favour of Professor in charge, Hostel Affairs, NITKS Hostels payable at Surathkal.
3. Interested parties should drop their bids completed in all respects in the drop box latest by 26/05/2019 before 3.30 pm in the Hostel office along with Earnest Money Deposit of minimum Rs. 10,000/- (Rs. Ten Thousand only) in the form of Demand Draft drawn in favour of **Professor in charge, Hostel Affairs, NITKS Hostels** payable at Surathkal. The 'Special conditions', 'Instructions to tenderers' and 'Condition of Sale', forming part of the enquiry (Annexure – B, Annexure – C, Annexure – D respectively) along with Section II to V are to be signed and submitted along with the offer. The tender for the Bids will be opened at 4: 00 PM (16.00 hrs) on 29<sup>th</sup> May 2019 in the presence of the bidders who are present.
4. EMD shall bear no interest. Any bid not accompanying with EMD is liable to be treated as non-responsive and rejected.
5. EARNEST MONEY DEPOSIT (EMD) will be refunded without any interest to successful tenderer only after satisfactory execution of the contract and fulfilment of all contractual obligations or it may be adjusted while remitting the value of the sale before taking delivery of the item.
6. The tender documents sent through courier or post, should reach the above address sufficiently in advance of the closing date and time of tender.
7. The bidder should have an experience of Purchase of such scrap Material of minimum One Lakh Rupees from any of the State/Central Governments/Public Sector Units(PSU's) etc in any one of the last four financial years. The documentary proof of such sale should be produced along-with the Bid Offer.
8. The bidder should possess Income tax PAN number.
9. The bidder should possess GST registration and TIN number.

*Seal and Signature of Bidder*

*Professor in – charge NITKS Hostels*

10. The highest bidder/ offer do not get any right to demand acceptance of his offer. NITKS Hostels reserves the right to accept /reject/cancel any bid, withdraw any portion of the Auction/ tender/ property/material/goods at any stage from Auction/tender. Even after acceptance of bid/ issue of delivery order or release order/deposit of full value by successful bidder, NITKS Hostels can reject/cancel the deal without assigning any reason thereof. In the event of such rejection/ cancellation/withdrawal, NITKS Hostels, shall refund the value of Auction/ tender Property, if paid for, to the successful bidder. NITKS Hostels shall not be responsible for any damages/ loss whatsoever to the successful bidder on account of such withdrawal.
11. Clarification of Tender Document: A prospective bidder requiring any clarification of the Tender document may communicate to the "contact person" given in this notice inviting tender. The contact person will respond to any request for clarification for the tender Document received not later than 4 working days prior to the last date for the receipt of bids.
12. Amendment of Tender document: At any time prior to the last date of receipt of bids, NITKS Hostels office may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.
13. NITKS Hostels may at its own discretion extend the last date for the receipt of bids.
14. The bid shall be written in English language and any information printed in other language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid, the English translation shall govern.
15. The tender documents submitted in any other form like Telex/Fax/Tele Fax/Telephones/E-mail will not be considered.
16. No tender documents submitted or received by post after the specified date and time shall be accepted or be eligible for consideration.
17. In event of office remaining closed on the date of opening of the tender for any unforeseen reason, the tender shall be received and opened on the next working date.
18. Tenderers should sign on all the pages of the tender document.

*Seal and Signature of Bidder*

*Professor in – charge NITKS Hostels*

## General rules

1. Conditional and / or combined offer(s) in tender shall be liable for rejection. Acceptance or rejection or deviation of tender terms and conditions shall be finally decided by the Professor in charge, NITKS Hostels.
2. The Professor in charge, NITKS Hostels reserves the right to accept or reject highest tender without assigning any reason and may sell the material to one or more than one tenderer as it may deem fit and no claim/ complaint in this regard from the highest bidder will be entertained.
3. In the event of any dispute with regard to Sales Tax or any other statutory levies the matter has to be taken up directly with the concerned Authorities by the purchaser.
4. Should the purchaser happen to be relative of any employee of the Department or any member of Auction Committee, he shall inform the Authority of the said fact while submitting his tender failing which his contract may rescinded, if and when the fact consequently comes to light and he shall be liable to make good any loss or damages resulting from such rescission.
5. Intending tenderers may seek for any clarification before tendering, submission of offer implies the tenderer has obtained all clarification required.
6. The Tenderer must sign each and every page of the General Terms & Condition, Special Terms & conditions and schedules to the tender which form an integral part of the tender.
7. Unless otherwise specified, the rates will be considered as basic rate without taxes & duties which will be extra as would be applicable on the date of delivery.
8. In all cases the rates should be quoted both in words and figures. Any alteration and / or overwriting should be duly authenticated by the tenderer's signature.
9. The Professor in charge, NITKS Hostels shall have the right to withdraw/cancel/issue amend to the Tender document to clarify amend, modify supplement or delete any of the condition clause stated in the tender, for which tenderer shall not be entitled to claim any cost, expenses in connection with submission of offer. In case the tender is withdrawn/cancelled, the EMD will be refunded without interest.
10. Payment Terms: Full payment of the stockpiles has to be made within ten days from the date of receipt of the Sale Order or earlier as will be specified in the Sale Order.
11. Lifting Period: Entire Quantity has to be lifted within 7 days strictly after receiving sale order. Advice: Any delay in taking delivery of materials beyond the specified period may attract ground rent as per general terms or may lead to termination of contract.
12. Inspection: The interested tenderers may inspect the goods to be tendered on working days from 6<sup>th</sup> May 2019 to 16<sup>th</sup> April 2019 between 11.00 am to 5.00 pm except Saturday / Sunday or holidays at NITKS Hostels Office with prior permission. The prospective tenderers may contact

*Seal and Signature of Bidder*

*Professor in – charge NITKS Hostels*

The office of NITKS Hostels Office. Only one person from each firm will be permitted for inspection of the items. The person inspecting the items should record their firm's name, his name, and his position in the Inspection Register. The person should produce proof of documentary evidence like authorization letter in their letter pad/visiting card/identification card, driving license, passport, PAN card etc. before inspection. The Tenderers will be permitted to inspect the items only once and they will not be entertained again.

13. During evaluation of the bids, the Professor in Charge, NITKS Hostels may, at his discretion, ask the bidder for clarification of his bid.

14. No bidder shall contact the office of Professor in Charge, NITKS Hostels on any matter relating to his bid from the time of the bid opening to the time the issue of work order. All bidders are strongly advised to furnish all material information in the bid itself.

**15. Incomplete and conditional offers are liable for rejection.**

**Documents to be submitted in the bid:**

**The above documents should be furnished in the bid envelope.**

1. Declaration
2. Bid form duly filled in, as per section II
3. Bidders profile duly filled in as per Section III
4. Letter of Authorization for attending bid opening, Section IV
5. Certificate from the firm as per section V
6. Income tax PAN number
7. Documentary proof of Purchase of scrap material of minimum One Lakh Rupees from any of the State/Central Governments/Public Sector Units (PSU's) etc. in any one of the last four financial years.
8. Submit **envelope duly super scribed with the following details.**

**(i) Tender Notification Number ii) "Tender for .....", iii) Not to Open before Date and Time).**

**Mention "Kind Attention: Contact Person's Name and Phone Number", and submit at the address given in the Notice Inviting Tender.**

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

The bidder should give the following declaration while submitting the tender.

### **DECLARATION**

I/we have not tampered /modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I / we understand that my /our tender will be summarily rejected and full Earnest money deposit will be forfeited and I / we am/ are liable to be banned from doing business with NITK, Surathkal and /or prosecuted.

**Signature of the Bidder:** \_\_\_\_\_

**Name and Designation:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_  
\_\_\_\_\_

**I/We have remitted an EMD of Rs. 10000/- (Rupees Ten Thousand only) vide DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank, \_\_\_\_\_ Branch.**

**PAN No. of the Bidder:**

**(Mandatory)**

**Mobile No.:**

**Telephone No.:**

**Place:**

**Date:**

**Signature, Name and Address of the Bidder**

**(Seal)**

Any other details required may be obtained from the contact person given in the notice inviting tender during the office hours.

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*



**Annexure – A :-**

**Base Rate of Scrap Material**

Description of Utensils/Item	Approximate Quantity	Unit	Base Rate @ Rs per kg (in fig)	Base Rate per kg (in words)
Iron	1500	kg	28/kg	Rupees Twenty Eight per kg
Stainless Steel	1750	kg	80/kg	Rupees Eighty per kg
Aluminium	700	kg	126/kg	Rupees One hundred and Twenty Six per kg
Copper	240	kg	400/kg	Rupees Four hundred per kg
Brass	6	kg	336/kg	Rupees Three Hundred Thirty Six per kg
Plastics	250	kg	92/kg	Rupees Ninety Two per kg

Note:

1. Quantities mentioned above are approximate and may increase or decrease.
2. All Taxes, Duties & TDS will be EXTRA as applicable on the Date of Delivery. GST extra as applicable; Excise Duty extra if applicable.
3. The above mentioned material quantity is to be lifted during contract period.
4. The rates have to be valid for 90 days.
5. For Disposal of Plastic items, Bidder should have authorized registration with Karnataka Pollution control board.

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

**Annexure – B**

**SPECIAL CONDITIONS:-**

1. The sale shall be on ‘**as is where is**’ basis.
2. All labour, tools and equipment for loading the items from NITKS Hostel campus Site to buyer’s trucks shall be at the cost of the buyer.
3. The personnel employed for the disposal action (job) shall strictly obey the Safety Rules in force.
4. The material shall be collected in trucks licensed to carry such products. The quantity shall be assessed on the basis of weightment of trucks.
5. The quantity of the scrap indicated in the list is approximate and sale will be affected on the basis of weightment on Weigh Bridge at the time of taking delivery.
6. The buyers shall have to make full payment for the approximate quantity at the contract rate plus taxes in advance. Any additional payment if required on weightment of the material, the same shall be made to NITKS Hostels before taking delivery of the material.
7. The bidders are required to indicate their PAN Number in their offer since it has been mandatory by Income Tax Department.

**Professor in Charge  
NITKS Hostels**

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

## ANNEXURE –C

### CONDITIONS OF CONTRACT

1. In case of taking weight of the items at the time of delivery, the weight will be ascertained in the Weigh Bridge to be arranged by the bidder before a committee. The successful bidder shall remit the cost of the Scrap and applicable taxes as prescribed in the Sale Order before taking delivery of the items from NITKS Hostel premises.
2. If the successful bidder fails to pay the required Security Deposit (SD) and the purchase price and take delivery of the items as prescribed in the Sale Order, the contract for the purchase of the material listed in the tender notice shall stand cancelled and the EMD/SD/purchase price, if any, paid shall be forfeited without prejudice to the rights of NITKS Hostels to recover damages on account of such breach. The materials/scrap will thereafter be sold at the risk and cost of the defaulted tenderer and the expenditure incurred or losses sustained thereon shall be made good by the tenderer. The tenderer shall not have any right or claim in respect of the materials thereafter and the EMD/SD shall stand forfeited without prejudice to NITKS Hostel right to recover any loss or damage that may be suffered by NITKS Hostel. NITKS Hostel reserves the right to take such further action as deemed fit against defaulting bidder as may be authorized by law in force.
3. Sale will be based on actual quantity available. No claim for variation in quantities will be entertained. Photographs of the lots will be taken and kept for record.
4. The tenderer will not be permitted to sort out the materials. However, if any of the item which NITKS Hostel feels to be useful in future for their use will be withdrawn from the sale lot.
5. The job shall be done without damaging the premises/roads/drains/etc. The buyer shall make good the damages, loss, etc., in the event of any occurrence otherwise.
6. All statutory payments, like minimum wages prescribed, compensation in case of accident or loss, etc., to the workers employed by the tenderer for the removal of the items shall be borne by the tenderer. Safety Rules applicable to Contractor's Workmen should be strictly followed while working in NITKS Hostel premises.
7. The sale is subject to all the terms and conditions prescribed in the tender document and resultant sale order.
8. Any clarification required may be obtained before submission of the tender.
9. ACCEPTANCE OF OFFER: The successful tenderer will be intimated about the acceptance of their offer under Registered Post/telephonically if not present during opening of bids.

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

10. Item wise (Unit & Total) price be quoted. For award of contract, the price of each item will be considered. If any contractor has offered the highest price of all the items then the total contract will be awarded to the contractor. If any contractor has offered the highest price for one item then the contract for that item will be awarded to that contractor. The successful bidder (s) will be required to deposit the total bid/quoted amount by means of Demand Draft in favour of **Professor in Charge, Hostel Affairs, NITKS Hostels**, within 03 working days from the date of award of contract and the items will be lifted within 07 days of the receipt of confirmed sale order by the firm/individual. Failure to do so shall result in forfeiting of EMD. The EMD of the successful bidder and the unsuccessful bidders will only be released after submission of quoted amount in the prescribed form by the successful bidder. If the successful bidder fails to deposit the quoted amount within stipulated date, the EMD of the first highest quoted (H1) firm will be forfeited and the second highest firm will be considered, if the second highest quoted firm (H2) is willing to pay at par the amount quoted by H1 bidder and the contract will be awarded to H2 bidder. If the H2 firm is unwilling to accept the same, then the whole tendering process will be treated as cancelled and no representation in this regard will be entertained. Failure in this regard shall be counted as bad performance and may be viewed adversely in award of future contracts or grant on continuing the association to such parties. This will be in addition to immediate remedial measures/ actions available to NITKS Hostels under the relevant laws.
11. The tenderer should return the duplicate copy of the contract duly signed and stamped as token of acceptance. Security Deposit 10% of final purchase value should be deposited after finalization of rates.
12. **DEFAULT IN PAYMENT:** In case of default in payment within the time limits specified in the terms and conditions of the tender, the contract automatically stands cancelled thereby forfeiting the Earnest Money Deposit.
13. The office of Professor in Charge, NITKS Hostels reserves the right to accept or not to accept payment beyond the specified time limit.
14. **DEFAULT IN DELIVERY:** Professor in Charge, NITKS Hostels reserves the right to allow or not to allow the purchaser to lift the materials with or without the Ground Rent after the expiry of stipulated delivery period and delayed charge will be 1% of the original total cost of the scrap only.
15. In event of the material not lifted by the purchaser in entirety the contract stands automatically cancelled thereby forfeiting the Security Deposit.
16. **QUALITY & QUANTITY:** The goods are offered purely on 'AS IS WHERE IS' basis. Pick and choose method of collection is strictly prohibited. The tenderer should thoroughly satisfy themselves about the nature, conditions and quality of material at the time of inspection.

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

17. LIFTING & COLLECTION: Lifting of all scrap from “ as is where” basis will be the total and complete risk and responsibility of scrap purchaser only. The purchase should follow the procedure of NITK with regard to entry of vehicle, issue of material in force at the time of taking delivery. Cost of segregation / Cutting / bundling / loading / unloading / transportation etc. of scrap materials are to be borne by the purchaser (s).
18. All statutory requirement and labour enactments should be strictly followed in respect of persons employed by the Purchaser(s).
19. The purchaser’s representatives, workers, lorry drivers and other will have to strictly observe the working hours and regulations regarding the discipline and security while they are inside the premises of NITKS Hostels. Any violation of the regulation regarding discipline and security will lead to forfeiture of Security Money and termination of the contract by the Professor in charge, NITKS Hostels at his discretion.
20. The highest bidder has to pay the quoted amount on or before 4.00 PM on 5 June, 2019 and lift the materials immediately (before 10<sup>th</sup> June, 2019) at his own cost and risk, failing which the Security Deposit will be forfeited and the firm will be black listed any other levies chargeable as per rules in force shall have to be borne by the bidder, and also GST @18% to be borne by the successful bidder as applicable.
21. The Purchaser(s) must not indulge in any corrupt or unlawful practice while executing the contract. If any such case is reported and established, the Professor in charge, NITKS Hostels will have full rights to forfeit the Security Money and cancel the contract.
22. The Purchaser(s) will be allowed to take delivery of stores during office hours of the Professor in charge, NITKS Hostels with prior intimation.
23. NITKS Hostels reserves the right to cancel this sale at any time without assigning any reason before issue of the sale order. Tenderers are not entitled to claim any damage or compensation in case of such cancellation.
24. The tender is issued subject to the jurisdiction of the local courts at Mangalore only. All disputes arising out of the tender notice and resultant sale order shall have the jurisdiction of the competent Court at Mangalore.

Professor in charge  
NITKS Hostels

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

SECTION - II  
BID FORM

Tender Notification No.:

Dated

To,  
Professor in charge  
NITKS Hostels

Dear Sir,

Having examined the conditions of contract, we undersigned, offer to purchase scrap material lying in NITKS Hostel premises in conformity with said conditions of contract and in accordance with the schedule of prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, we will execute the work in accordance with, time limits & terms and conditions stipulated in the tender document.

If our Bid is accepted, we shall submit the securities as per the conditions mentioned in the contract.

Until a format Agreement is prepared 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 alteration and replacement.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_ (the yaer) \_\_\_\_\_

Signature of authorized Signatory  
In capacity of \_\_\_\_\_  
Duly authorized to sign the bid for and on behalf of  
\_\_\_\_\_.

Witness \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

**SECTION II (continued)**

**Name and Address of the Bidder**

**PRICE OFFERED**

Description of Item	Approximate Quantity	Unit	Offered Rate@ Rs. per Kg (in figure)	Offered Rate per Kg (in words)
Iron		Kg	Rs. /Kg	Rs. Per Kg
Stainless Steel		Kg	Rs. /Kg	Rs. Per Kg
Aluminum		Kg	Rs. /Kg	Rs. Per Kg
Copper		Kg	Rs. /Kg	Rs. Per Kg
Brass		Kg	Rs. /Kg	Rs. Per Kg
Plastic		Kg	Rs. /Kg	Rs. Per Kg

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

**SECTION – III  
TENDERER’S PROFILE**

Passport size Photograph of the tenderer/ authorized signatory holding power of attorney
--

General:

1. Name of the tenderer
2. Name of the person submitting the tender whose photograph is affixed  
Shri/Smt. \_\_\_\_\_  
(In case of Proprietary/ Partnership firms, the tender has to be signed by Proprietor/Partner only, as the case may be)
3. Address of the firm  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_
5. Telephone No. (with STD Code)(0)\_\_\_\_\_ (Fax)\_\_\_\_\_ (R)\_\_\_\_\_
6. Registration and incorporation particulars of the firm:
  - (i) Proprietorship
  - (ii) Partnership
  - (iii) Private Limited
  - (iv) Public Limited

(Please attach attested copies of documents of registration/ incorporation of your firm with competent authority as required by business law”)
7. Name of the Proprietor/Partners/Directors \_\_\_\_\_  
\_\_\_\_\_

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*



SECTION – IV  
LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

Tender No.            /            / Scrap – Auction/2018-19            Dated:

Subject: Authorization for attending bid opening on

TENDER FOR AUCTION OF SCRAP METAL, PLASTIC, WOODEN SCRAP AND MISC. ITEMS

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of \_\_\_\_\_ (Bidder) in order of preference given below:

Order of Preference	Name	Specimen Signature
---------------------	------	--------------------

1.

2.

Alternate

Representative

Signature of bidder or

Officer authorized to sign

The bid Documents on behalf of the bidder

Note:

1. Maximum of two representatives will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*

**SECTION – V**

**CERTIFICATE FROM THE FIRM**

I \_\_\_\_\_ S/o Shri \_\_\_\_\_ aged

\_\_\_\_\_, hereby certify that none of my relative (s) is/are employed in Hostels unit. In case at any stage, it is found that the information given by me is false / incorrect, Professor in charge, NITKS Hostels shall have the absolute right to take any action as deemed fit without any prior intimation to me.

Defination of near relative:-

- (a) Member of a Hindu Undevided family,
- (b) They are husband and wife,
- (c) The one is related to the other in the matter as father, mother, son (s) and son's wife (daughter in law), Daughter(s) & Daughter's Husband (son-in-law), brother(s) & brother's wife, sister(s) & sister husband (brother-in-law).

Signature of Tenderer

Name:-

Address:-

*Seal and Signature of Bidder*

*Professor in Charge NITKS Hostels*