



**EXPRESSION OF INTEREST (EOI)**

**Selection agency for conducting of Electrical Resistivity Imaging/Tomography for two/three sites (Springshed) in Pauri district**

**RPF No. GBPNIHE/ NMHS funded project/EOI/2021-22/12**  
**DATED: 22 /12/2021**

**(Dated: 22.12.2021)**

G.B. Pant National Institute of Himalayan Environment  
(An autonomous body of  
Ministry of Environment, Forests & Climate Change  
Government of India)  
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G.B. Pant National Institute of Himalayan Environment  
Kosi – Katarmal, Almora – 263 643

**EOI No.GBPNIHE/NMHS funded Projects/EOI/**

S. No.	Description	Details
1.	EOI No.	<b>GBPNIHE/ NMHS funded project/EOI/2021-22/12</b>
2.	Date of issue of EOI	<b>22.12.2021</b>
3.	Date of submission of EOI	<b>28.01.2022 at 03:00 PM</b>
4.	Date of opening of EOI	<b>28.01.2022 at 03:30 PM</b>
5.	Address of :- Purchase of EOI Document/ Submission of EOI / Opening of EOI	The Director <b>Attention:</b> The Office Superintendent (Store) G.B. Pant National Institute of Himalayan Environment Kosi-Katarmal, Almora 263 643, Uttarakhand, India.
6.	Website	<a href="https://moefcc.euniwizarde.com">https://moefcc.euniwizarde.com</a>
7.	Cost of EOI	<b>A “Bid security declaration” (Annexure-V)</b>
8.	EOI Tender Fee	<b>590.00</b>

The Director  
**Attention:** The Office Superintendent (Store)  
G.B. Pant National Institute of Himalayan Environment  
Kosi-Katarmal, Almora 263 643, Uttarakhand, India.

## **Instruction to BIDDER (for e-tendering) Registration on e-tendering portal of MOEFCC**

1. To participate in the E-Bid process, it is mandatory for bidders to register with 'E-Wizard' and to have valid user ID & Password.
2. Prospective bidders are advised to obtain Digital Signature (**Level 3 with Signing + Encryption**) and register themselves at <https://moefcc.euniwizarde.com> well in advance. Please note that GBPNIHE will in no way be responsible if a bidder fails to apply due to non-possession of Digital Signature & non registration.
3. As a part of pre-bid if there are changes in submission format, then all the proposals submitted till that time will be null and void. The bidder has to resubmit the proposals again. GBPNIHE will not take any responsibility for any lapse whatsoever on account of this issue.
4. Compliance to registration requirements and payment regarding the same etc. and timely uploading of the proposals will be responsibility of the bidder.
5. To participate in the e-Bid submission, it is mandatory for the bidder to have a user ID & Password. For this purpose, bidder has to register itself with MOEFCC through E-Wizard Website given below. Please also note that the bidder has to obtain digital signature token for applying for the e-Bid. In this connection, bidder may also obtain the same from E-Wizard.)

### **6. Steps for Registration:**

- a. Go to website <https://moefcc.euniwizarde.com>
- b. Click the link **"Bidder Enrollment"**
- c. Enter the details about the E-tendering as per format
- d. Click **"Register"**
- e. E-tender will get confirmation with **Login ID and Password**
- d. The Annual registration charges for vendor/supplier are Rs. 2,000/-+18% (GST) per annum (Through e- payment gateway).

### **7. Steps for application for Digital Signature from E-Wizard:**

- a. Download the Application Form from the website <https://moefcc.euniwizarde.com> Follow the instructions as provided therein. In case of any assistance, you may contact E-Wizard officers whose address is given in the RFP document. Proposal is to be submitted through online mode on website <https://moefcc.euniwizarde.com> in the prescribed form.

## **SEARCHING FOR TENDER DOCUMENTS**

There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc.

Once the bidders had selected the tenders in which they are interested, bidder can pay the processing fee Rs.590-/including GST@18%(NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fees, tenders will be moved to the respective "Register" Tab. This would enable the e-tender Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.

### **8. Contact Details in case of any query regarding e-tendering process**

- (Participation):- Mr. Amrendra: +91-8448288980
- b. Helpdesk (10:00AM to 6:00PM): 011-49606060

## 1. About GBPNIHE:-

G.B. Pant National Institute of Himalayan Environment (formerly known as G.B. Pant Institute of Himalayan Environment & Development) was established in 1988-89, during the birth centenary year of Bharat Ratna Pt. Govind Ballabh Pant, as an autonomous Institute of the Ministry of Environment, Forest & Climate Change (MOEFCC), Govt. of India, which has been identified as a focal agency to advance scientific knowledge, to evolve integrated management strategies, demonstrate their efficacy for conservation of natural resources, and to ensure environmentally sound development in the entire Indian Himalayan Region (IHR). The Institute attempts to maintain a balance of intricate linkages between socio-cultural, ecological, economic and physical systems that could lead to sustainability in the IHR. To achieve this, the Institute follows a multidisciplinary and holistic approach in all its Research and Development programmes with emphasis on interlinking natural and social sciences. In this effort, particular attention is given to the preservation of fragile mountain ecosystems, indigenous knowledge systems and sustainable use of natural resources. A conscious effort is made to ensure participation of local inhabitants for long-term acceptance and success of various programs. Training, environmental education and awareness to different stakeholders are essential components of all the R&D programmes of the Institute.

## 2. EOI Notice:-

For an Electrical Resistivity Imaging/Tomography for two/three sites (springsheds) in Pauri district are to be prepared on following subjects:

2.1 GBPNIHE invites online Expression of Interest (EOI) from firms of repute, resourceful and registered/licensed firms/agencies having proven experience and ability in the area of geophysical survey using Electrical Resistivity Imaging/Tomography method on the following tentative titles:

- **Geophysical Investigation:** The work involves investigation of underground (subsurface) aquifer at two/three nearby sites in Pauri district. The two/three spring catchment sites have to be investigated in detail covering Electrical Resistivity Profile (tomography) along the catchment orientation as well as across the catchment deciphering the horizontal expanse of the subsurface aquifer as well as depth-wise variation in aquifer geometry and the bedrock depth measurements.
- **Electrical resistivity survey:** 2D-Electrical resistivity survey should be carried out using different profiling/sounding configuration as per the site topography and geology.
- **Detail Technical Report:** A detailed report should be submitted after the completion of field resistivity survey for the two/three identified sites (Springshed) in Pauri district. A complete report with details of profiles reflecting the locations of subsurface aquifers in hard rock terrain of mid-Himalaya for the two/three nearby selected sites in Pauri district.

2.2 The bidders are advised to submit two separate online (Envelope-I and Envelope-II) super scribed "Payment for EOI Document" on Envelope-I and "EOI" on Envelope-II. The Envelope-III must be super scribed "**EXPRESSION OF INTEREST (EOI) FOR conducting geophysical survey using Electrical Resistivity Imaging/Tomography for two/three sites (Springshed) in Pauri district.**"

2.3 The EOI must be submitted at the below given name and address:

Director,  
G.B. Pant National Institute of Himalayan Environment (NIHE)  
Kosi-Katarmal, Almora - 263 643, Uttarakhand

2.4 The EOI must be submitted in English or Hindi language only with a Font size of at least 12. All the documents including the supporting documents/enclosures etc. must be fully legible. Supporting documents if in a language other than English must be accompanied by a certified English translated

document. The English version shall prevail in matters of interpretation. **EOI Documents which are not legible shall be rejected.**

**2.5** Each bidder shall submit only ONE EOI either by herself/himself or as a partner in a joint venture or as a member of consortium. If a bidder or any of the partners in a joint venture or any one of the members of consortium participate in more than one EOI, the EOIs are liable to be rejected. **The representative of OEM will require a specific authorization to submit the EOI.**

**2.6** The bidder shall bear all costs associated with the preparation and submission of EOI and GBPNIHE will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the EOI process.

In case the bidder has any doubt about the meaning of anything contained in the EOI document, she/he shall seek clarification within 7 days of issue of EOI. Except for any written clarification by Er. Kireet Kumar, Director, G.B. Pant National Institute of Himalayan Environment (NIHE), no written or oral communication, presentation or explanation by any other employee of GBPNIHE shall be taken to bind or fetter GBPNIHE under the contract.

**2.7 A "Bid security declaration" (Annexure-V) be signed by the tenderer and enclosed with tender documents. If the firm withdraw or modify their bid during period of validity etc., they will be suspended for three financial years.** The tenderer will have to deposit tenderer fee of amounting to Rs 590.00 in form of Account payee Demand Draft from any of the Commercial Banks or **payments online in Account name- GBPNIHE-GIA-General, Account Number- 3604013559, Bank & Branch-Central Bank of India Kosi Bazar, Almora, Branch Code- 01528, IFSC-CBIN0281528 in favour of G.B. Pant National Institute of Himalayan Environment" Payable at Almora. The EOI fee is non-refundable.**

**2.8** GBPNIHE reserves the right to amend or withdraw any of the terms and conditions mentioned in the EOI Document or reject any or all the bids without giving any notice or assigning any reason. The decision of the Director, GBPNIHE, Kosi-Katarmal, Almora in this regard shall be final and binding on all.

### **3.0 Submission of EOI**

**3.1** EOI, complete in all respects, must be submitted on or before the due date and time i.e. **28.01.2022 at 03:00 PM**. In the event of the specified date for the submission of EOI being declared a holiday, the EOI can be submitted by **03:00 PM IST** on the next working day for which GBPNIHE will make necessary provisions.

**3.2** GBPNIHE may, at its own discretion, extend the date for submission of EOI. In such a case all rights and obligations of GBPNIHE and the Bidders shall be applicable to the extended timeframe.

**3.3** As the EOI can be submitted only up to the defined date and time, there can't be any late bids. GBPNIHE will not be responsible for any delay in obtaining the terms and conditions of the tender.

**3.4** The bidders submitting their EOI through courier/by post should also ensure that their EOI are received on the said address by the stipulated date and time i.e. **28.01.2022 at 03:00 PM**. No time extension for couriers/sent by post shall be granted and GBPNIHE will not be responsible for any postal delays/loss/non-receipt thereof.

**3.5** The EOI submitted by telex / telegram / fax / Email or any manner other than specified above will not be considered. No correspondence will be entertained on this matter.

**3.6** At any time prior to the last date for receipt of EOI, GBPNIHE may for any reason, whether at its own initiative or in response to a clarification requested by a prospective

bidder, modify the EOI Document by an amendment. The amendment will be notified on GBPNIHE's website [www.gbpihed.gov.in](http://www.gbpihed.gov.in) and <https://moefcc.euniwizarde.com>

**3.7** and should be taken into consideration by the prospective bidders while preparing their EOI.

**3.8** In order to give prospective bidders reasonable time to take the amendment into account in preparing their EOI, GBPNIHE may at its discretion, extend the last date for the submission of EOI. No EOI may be modified subsequent to the last date for receipt of EOI.

**3.9** The bidders will bear all costs associated with the preparation and submission of their bids. GBPNIHE will, in no case, be responsible or liable for those costs, regardless of the outcome of the tendering process.

**3.10** The EOI shall be ignored, if complete information is not given there-in, or if the particulars and data (if any) asked for are not filled in properly.

#### **4.0 Opening of EOI**

GBPNIHE shall convene an EOI opening session on **28.01.2022 at 03:00 PM**. containing the technical bid towards the EOI document shall be opened

#### **5.0 Broad Scope of Work**

The detailed scope of the assignment is outlined as follows:

- Field Collection & Compilation of geophysical data (2D-Electrical resistivity survey-Tomography) for two/three Springshed in Pauri district.
- Investigation in detail should be carried out covering Electrical Resistivity Profile (tomography) along the catchment orientation as well as across the catchment deciphering the horizontal expanse of the subsurface aquifer as well as depth-wise variation in aquifer geometry and the bedrock depth measurements.
- Tentative length of profile will be around 1500 mts for the two/three spring catchments. The depth of investigation should be around 80-100m. The actual profile will be decided in consultation with the experienced geophysicists.
- A complete report is to be submitted with details of profiles reflecting the locations of subsurface aquifers in hardrock terrain of mid-Himalaya for the two selected sites.

##### **5.1 Objective/ Outcome of the assignment:**

To conduct geophysical survey using Electrical Resistivity Imaging/Tomography for two/three sites (Springshed) in Pauri district.

##### **5.2 Tasks to be undertaken:**

- i. Field Collection & Compilation of geophysical data (resistivity) for two/three Springshed in Pauri district.
- ii. Electrical resistivity profiling of around 1500m (tentative) should be carried out by experienced geophysicists for the two/three identified springshed.
- iii. A detailed report is to be submitted with details of profiles reflecting the locations of subsurface aquifers in hardrock terrain of mid-Himalaya for the two/three selected sites.

### 5.3 Facilities to be provided by GBPNIHE:

Survey work will be carried out with detail discussion and site visit with scientist and Junior Project Fellow under the project.

### 5.4 Deliverables:

The geophysical resistivity data collected along and across the profile of selected spring catchment. Detailed report covering the subsurface aquifer geometry with details of subsurface geology in hardrock catchment of Springshed should be submitted.

### 5.5 Time Schedule:

S. No.	Event	Time
1	Discussion with the Scientist, GBPNIHE and laying out future course of work in selected catchments	Within 1 week of grant of contract
2	Joint visit to field site	Within 1 weeks of receiving relevant information from institute
3	Field collection & compilation of geophysical data (resistivity) of around 1500 m in two Springshed	Within two months of receiving contract
4	Submission of draft report and geophysical resistivity point data as well as profile data	Within two and half months of receiving the contract
5	Submission of final documentary films	Within three months of receiving the contract

### 5.6 Payment schedule:

- i. Payment, 100% shall be released only after successful completion work mentioned in the EOI. No advance payment shall be allowed in any case.
- ii. In case several bills are presented, against one order, the reference of EOI order and other details should be mentioned in each and every bill.

### 5.7 Essential requirement:

The interested bidders should meet the following requirements:

- i. The bidding company may submit the rates as per the daily man days cost or can submit per meter cost of Electrical Resistivity Tomography (ERT) survey including the cost of report preparation and processing of ERT resistivity data.
- ii. The bidding company should have their own geophysical equipments, with minimum of 60 electrodes with appropriate length of resistivity cable to carry out the geophysical survey, and should provide proof of ownership.
- iii. Two geophysicists with more than 10 years of experience and working experience in mountainous terrain will be an added advantage. Proof of such expertise should be enclosed in the form of experience certificates of the geophysicists along with the bid documents.
- iv. The data pertaining to the 2-D profiling should be supplied to the GRC, GBPNIHE. The results which include resistivity data, 2-D profiles and report cannot be shared with any organization and should not be presented in any platform and sole property of GRC, GBPNIHE

- v. The bidding company should be registered with appropriate authorities of the State Government/ Government of India and must be compliant with rules and regulations including that of governing business operations and taxes.

## 5.8 Procedure for selection

**The technical bids will be evaluated on the following criteria:**

- a) Past experience in carrying electrical resistivity survey in Indian Himalayan region.
- b) Profile of the experienced geophysicists and proof of availability of geophysical equipment with the bidding company.
- c) Registration with appropriate authorities of State Government/ Government of India.
- d) Compliance to rules and regulations including that of Government business operations and taxes.

## 5.9 Documents to be enclosed in bids

The following documents/ details shall be enclosed in the bids by the interested parties:

- i. Letter expressing interest in carrying out electrical resistivity survey/Geophysical survey as per the terms and conditions laid out by the Director, GBPNIHE, Almora.
- ii. Proof regarding experience in carrying out the geophysical survey using electrical resistivity topography technique in hardrock terrain.
- iii. Technical details of equipments to carry out ERT available with the bidder.
- iv. Proof of technical qualification of the experienced geophysicists.
- v. Copy of PAN Card details of latest income Tax Returns/ Balance Sheet.
- vi. GST Registration details.
- vii. Registration of the firm with any competent authorities under relevant rules and regulations.
- viii. Financial quote for carrying out the geophysical survey as per the terms and conditions laid out by the Director, GBPNIHE, Kosi – Katarmal, Almora.
- ix. Proof regarding **Bid security declaration**.

## 5.10 Points to be noted

- i. EOIs should be submitted in a sealed envelope along with all the necessary documents as mentioned in 5.9 above. The bidders can apply on their letters pads/ plain paper along with relevant documents since there is separate tender form as such.
- ii. The sealed EOI should reach the Director, GBPNIHE separately in sealed envelopes (Technical and Financial) latest by **28.01.2022 at 03:00 PM**. Late bids shall not be considered under any circumstance. The sealed bids should be submitted to:

Director,  
G.B. Pant National Institute of Himalayan Environment (NIHE)  
Kosi-Katarmal, Almora - 263 643, Uttarakhand

## 6.0 Qualification / Eligibility Criteria for the Bidders

Following are the Qualification / Eligibility Criteria to participate in the EOI (**Bidder is required to fulfill all the condition of Qualification/ Eligibility Criteria and in case any of condition is not met, EOI will be rejected**)

### 6.0.1 If bidder is a Company:



- (i) Should be registered under Indian Companies Act or similar Act of their respective country (Copy of registration to be submitted).
- (ii) Must be in existence for the last 5 (five) years (copy of registration to be submitted).
- (iii) Must have relevant experience in the field of geophysical investigation for at least 3-5 years (Three to five Years) (must submit PO/WO as a proof as well as other documents to substantiate their claim of work undertaken in geophysical investigation).
- (iv) Must have a GST registration (copy to be submitted).
- (v) Must have a positive net-worth (copy of certificate from the statutory auditor).
- (vi) Must have latest ISO certificate.

**6.0.2 If bidder is a Proprietorship firm/agency etc.:**

- (i) Must submit documents of registration of the firm/agency.
- (ii) Must be in existence for the last 5 (five) years (copy of proof to be submitted).
- (iii) Must submit a solvency certificate from the bank/statutory auditor for INR 1 lakh (One Lakh).
- (iv) Must have relevant experience in geophysical investigation for at least 3 years (must submit PO/WO as a proof as well as other documents to substantiate their claim of work undertaken in film making/short film making).
- (v) Must have a GST registration (copy to be submitted).
- (vi) Must have a positive net-worth (copy of certificate from the statutory auditor).
- (vii) Must have latest ISO certificate.

**6.0.3 For start-up & MSME registered companies relaxation in eligibility etc. as per government guideline/notification will be considered.**

**NOTE: BIDDER HAVING ISO CERTIFICATION VALID FOR THE YEAR SHALL GET WEIGHTAGE AMONG OTHERS WHICH DOING BUSINESS.**

**6.0.4** Bidder must comply with the code of integrity as specified in the tender document **(Self declaration on letterhead).**

**6.0.5** Undertaking that the Bidder has **neither been boycotted nor blacklisted by any of its clients and there is no litigation pending against it with any of the clients in the past two years as per format enclosed (Annexure IV).**

**6.0.6** The Bidder must provide a list of clients/customers with contact details such as postal address, Landline phone no. & cell phone no. and e-mail id where services has been provided in the last THREE years in the format given at **ANNEXURE-I**. Undertaking as per the **ANNEXURE-II** must also be submitted along with the EOI.

**6.0.7** The Bidder should **provide proof of registration** for:

- a) Company Registration Certificate
- b) TIN/VAT No./ GST No.
- c) Registration under Contract Labor (Regulation & Abolition) Act,1970

**6.0.8** Start-up companies which are duly registered with Ministry of Commerce are

encouraged to apply. Relaxation shall be provided as applicable by the government of India. MSME/GEM registered agencies may also apply and benefits as per the government of India guidelines shall be applicable to them.

- 6.0.9** In case any of the document furnished or undertaking given by the Bidders turns out to be false, the EOI document shall be rejected and all fee etc. shall remain confiscated by GBPNIHE. Suitable action as per the rules/laws of company and law of the country shall be initiated against the Bidder.

## **7.0 Supplier code of conduct and business ethics**

GBPNIHE is committed to its 'values & beliefs' and business practices to ensure that companies and suppliers, who supply goods, materials or services, will also comply with these principles.

### **a. Bribery and corruption:**

Suppliers are strictly prohibited from directly or indirectly (through intermediates or subcontractors) offering any bribe or undue gratification in any form to any person or entity and / or indulging in any corrupt practice in order to obtain or retain a business or contract.

### **b. Integrity, indemnity & limitation:**

Suppliers shall maintain high degree of integrity during the course of its dealings with business/contractual relationship with GBPNIHE. If it is discovered at any stage that any business/ contract was secured by playing fraud or misrepresentation or suspension of material facts, such contract shall be voidable at the sole option of the competent authority of GBPNIHE. For avoidance of doubts, no rights shall accrue to the supplier in relation to such business/contract and GBPNIHE or any entity thereof shall not have or incur any obligation in respect thereof. The supplier shall indemnify GBPNIHE in respect of any loss or damage suffered by GBPNIHE on account of such fraud, misrepresentation or suspension of material facts.

**ANNEXURE- I**

**SELF DECLARATION FOR THE CODE OF INTEGRITY**

**(To be included in the EOI)**

I/We shall maintain a high degree of integrity during the course of my/our dealings business/contractual relationship with GBPNIHE. If it is discovered at any stage that any business/ contract was secured by playing fraud or misrepresentation or suspension of material facts, I/We authorize GBPNIHE to term such contract as voidable at the its sole option and take suitable action as deemed fit.

**Place:** \_\_\_\_\_

\_\_\_\_\_  
**Signature of Authorized Signatory  
on behalf of Agency**

**Date:** \_\_\_\_\_

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

**Mob:** \_\_\_\_\_

**EmailID:** \_\_\_\_\_

**ANNEXURE- II**

**LIST OF CLIENTS (Last 3 Years)**

S. No.	Name of Client	Period of Contract	Value of contract (in INR)	Name/Designation of Contact person	Telephone/Mobile number

**Signature: .....**

**Name & Designation of the Authorized Signatory: .....**

**Seal of the Organization: .....**

**Date: .....**

**Place: .....**

**ANNEXURE- III**

**UNDERTAKING & ACCEPTANCE LETTER BY THE BIDDER**  
**(To be included in the EOI)**

I/We have carefully gone through the various terms and conditions listed in the EOI Document for geophysical investigation using for GBPNiHE. I/We agree to all these conditions and offer to make three short films for GBPNiHE and submitting this EOI after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We hereby sign this undertaking in token of our acceptance of various conditions listed in the EOI document.

Place: \_\_\_\_\_

\_\_\_\_\_  
**Signature of Authorized Signatory  
on behalf of Agency**

Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Mob: \_\_\_\_\_

EmailID: \_\_\_\_\_

**ANNEXURE- IV**

**On letterhead**

**Undertaking for not black listing.**

We,M/S \_\_\_\_\_ hereby under take that,

1. In case the documents submitted by me/us is found to be forged/false at any stage, I/we may be debarred from GBPNIHE for taking participation in all future GBPNIHE works and any other suitable action may be taken against our company/firm as deemed fit by GBPNIHE.

2. I/We state the firm or its partners or its Directors have not been listed or any case is pending or any complaint regarding irregularities is pending against them, in India or abroad by any global international body like world Bank/ International Monetary fund/ world health origination etc or any Indian state/central Government Departments or Public sector undertaking of India.

Place: \_\_\_\_\_.

Signature of Authorized signatory

Date: \_\_\_\_\_

on behalf of Agency.

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile- \_\_\_\_\_

EmailID- \_\_\_\_\_

**Annexure V**

**“Bid Security Declaration”**

I ....., Authorized Signatory of M/s..... hereby  
declare that if I withdraw or modify our bid during period of validity etc.  
My firm will be suspended for the time specified in the tender documents.

### BRIEF DETAILS

Short Responses can be placed within the cells provided in the tables below. Additional Information can be attached as appendices, but should be explicitly referenced from within the appropriate cells.

<u>GENERAL INFORMATION</u>	
Agency Name / Name of the Company	
Name of category/categories for which eligible ( refer clause 5.0)	
Name of contact person	
Address	
Web	
E-mail	
Telephone	
Fax	
<u>COMMERCIAL INFORMATION</u>	
PAN	
TAN	
GSTIN No	
Certification of Incorporation	



### CHECK LIST

Please ensure that following documents have been enclosed along with the RFP response

Sr. No.	Description	Compliance / Confirmation by the Agency(Please Tick) v Yes / No  Please indicate Page No. of the bid document
1	Covering Letter + Application form	
2	Company registration copy	
3	Relevant work experience (3 years)	
4	Annual reports/ITR	
5	GST registration copy/TIN/VAT	
6	Local/foreign bidders	
7	Positive net-worth	
8	Self-declaration for the code of integrity	
9	ISO certificate	
10	Client/customer list	
11	MSME/GEM registration (startup agencies only)	
12	Self-certified copies of PAN, GSTIN etc.	
13	Undertaking & Acceptance by bidder and undertaking for not black listing letters	
14	Any other documents bidder would like to attach	
15	Bid Security Declaration	

**Date:**..... **Signature:**.....

**Place:** .....

**Name & Designation of the Authorized Signatory:** .....

**Seal of the Organization:** .....