

## Notice Inviting Tender

F.No.A.78/14/2022-24/KF - Dated - 07.06.2023

### Tender Document

Name of work: Upgradation of flooring in New hostel  
ground floor in Kalakshetra Foundation, Thiruvanmiyur

Chennai 600 041

PH- 044 – 24524057 / 0836

E-Mail:

[works@kalakshetra.in](mailto:works@kalakshetra.in)

Website: [www.kalakshetra.in](http://www.kalakshetra.in)

Kalakshetra Foundation, an Autonomous Body under the Ministry of Culture, Govt. of India, invites sealed tenders, in the enclosed format from the registered contractors (CPWD/State PWD/Railways/ MES /BSNL Reputed Central or State Public Sector Units/Autonomous Body/ Govt. agencies / contract of similar in nature) for the work of “**Upgradation of flooring work in New hostel ground floor in Kalakshetra Foundation, Thiruvanmiyur, Chennai 600 041.**”

The sealed tenders along with proof like Registration Certificate, GST.No, PAN No. should reach the Director, Kalakshetra Foundation, Thiruvanmiyur, Chennai- 41, on or before **14.06.2023 up to 1.00 p.m. by post or by hand delivery and the same will be opened on same day at 3.00 p.m.** in the presence of the tenderer or his/ her representatives if they chose to attend. Late/delayed tenders received, due to any reason whatsoever will not be accepted under any circumstances. In case bidder/tenderers/tenderers need any clarification/assistance may contact Engineer officer on any working day during the office hours and can be contacted at 044- 24524057/0836.

1.	Name of the work	<b>Upgradation of flooring work in New hostel ground floor in Kalakshetra Foundation, Thiruvanmiyur, Chennai 600 041</b>
2	Notice Inviting Tender No	<b>F.No.A.78/14/2022-24/KF - Dated – 07.06.2023</b>
3	Tender documents	The tender documents are to be downloaded either from the Foundation’s website at <a href="http://www.kalakshetra.in">www.kalakshetra.in</a> or <a href="http://www.epublishing.gov.in">www.epublishing.gov.in</a> from <b>07.06.2023, 3.00 p.m.</b> onwards. If there is any difficulty in downloading the documents, same can be collected from the Foundation’s Office free of cost on any working day between <b>10.00 a.m. to 5.00 p.m. till 14.06.2023 - 11.00 a.m.</b>
4	Pre-bid meeting if required	<b>09.06.2023 at 4.00 p.m.</b> (the meeting will be held only if required)- otherwise Queries any will be addressed through official e mail id.
5	Last date and time for receipt of completed Tenders	<b>14.06.2023 up to 1.00 p.m.</b>
6	Date and Time of Opening	<b>14.06.2023 at 3.00 p.m.</b>
7	Estimated cost put to bid	<b>Rs.7,30,972/- (Rupees Seven lakh thirty thousand nine hundred sixty two only)</b>
8	Amount of Earnest Money Deposit (EMD)	<b>Rs. 14,620/- (Rupees fourteen thousand six hundred twenty only )in the form of Demand draft in favour of Kalakshetra Foundation, Chennai</b>
9	Period of completion of work	<b>30 Days from the date of award of contract</b>

The Kalakshetra Foundation reserves the right to accept or reject, wholly or partly, any or all the applications without assigning any reason whatsoever. Kalakshetra Foundation decision in this regard will be final and binding on all applicants.

## **INSTRUCTIONS TO THE TENDERERS:**

1. The intending bidder/tenderer must read the terms and conditions carefully. He/she should only submit his bid if he/she considers himself eligible and he/she is in possession of all the documents required.
2. The sealed envelope must be super scribed **Name of work: “Upgradation of flooring work in New hostel ground floor in Kalakshetra Foundation, Thiruvanmiyur, Chennai 600 041.”** with tender inquiry No. and its due date.
3. The tender document should be filled in English and all entries should be typewritten or handwritten but there should not be any overwriting or cutting. Corrections, if any, shall be made by neatly crossing out, initialing, dating and rewriting.
4. **The price/rate /percentage quoted should be indicated in words as well as in figures.** If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the tenderer does not accept the correction of the errors, the bid shall be rejected.
5. All pages provided in the tender document shall be numbered and submitted as a package along with forwarding letter on agency’s/firm’s letter head with signed and sealed before their submission.
6. Rates should be quoted as shown in format schedule and all applicable taxes and duties levied by government in all respects.
7. Tenders qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly.
8. The instructions given herein will be strictly binding on the tenderers and deviation, if any, not acceptable to the Kalakshetra Foundation, will make the tender or tenders liable to be considered invalid. Tender(s) incorporating additional conditions by the tenderer(s) are liable for rejection.
9. At any time, prior to the date of submission of bids/tenders, Kalakshetra Foundation for any reason, whether at its own initiative or in response to clarification(s) sought by prospective bidder/tenderers, may issue clarifications by amending the bid documents. All such amendments shall be notified and intimated by e- mail to all the tenderers. All such amendments have to be considered as mandatory constituent part of the tender document.
10. The tenderers shall fill up the **(Part I)** in prescribed format and submit the same duly signed on all pages and sealed as a token of their acceptance. Incomplete tenders i.e. **“Part-I”** without all the supporting documents, EMD and duly filled in, copy of valid certificates, Copy of GST registration certificate and PAN certificate, Address proof of the firm signed and stamped with official seal in all the pages will be rejected straightway without any reference to the tenderers.

11. The tenderers shall quote their rate in **percentage above or below** the cost mentioned in the schedule of quantities (Financial Bid) – Part -II and submit the same duly signed and sealed. Overwriting in the Financial Bid is not permitted and shall be rejected straightway without any further reference.
12. Conditional tenders shall not be accepted.
13. Tenders submitted via electronic transmission or through e-mail shall not be accepted.
14. In case the last date of receipt/opening of tender is declared as a holiday, then the last date of receipt of /opening of the tenders will be the next full working day.
15. The authorities of Kalakshetra Foundation do not bind themselves to accept mere lowest tender and reserves the right to reject or accept any or all tenders wholly or partially without assigning any reason whatsoever.
16. The bids shall be valid for a period of **60 days** from the date of opening of the tender.
17. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
18. Tender is not transferable. One tenderer shall submit only one tender.
19. Tenderer signing the tender must clearly, specify whether he/she is signing as Sole Proprietor, Authorized person, Partner, under Power of Attorney or as Director/ Manager/Secretary etc., as the case may be.
20. In case the tenderer fails to submit any of the required documents as per tender document or found unsuitable to execute the tendered job shall not be considered and shall be rejected straight away without any further reference.
21. The successful contractor shall not transfer wholly or partially the order of work to any other person(s) / firm / company for any reason whatsoever and in which case the order shall automatically stand cancelled.
22. Tender document submitted by the participants should be concise and contain only relevant information as required under this tender.
23. The participant would be responsible for all of its expenses, costs and risks incurred towards preparation of the tender document, attending any pre-bid meeting and visiting the site or any other location in connection therewith. Kalakshetra Foundation shall, in no case, be responsible or liable for any such costs whatsoever, regardless of the outcome of the tender process.
24. Technical specification as per the tender /schedule, work shall be followed for execution.

## **GENERAL TERMS AND CONDITIONS**

1. The successful tenderer shall commence the work within **2 (two)** working days from the date of award of work. The duplicate copy of the award letter duly signed with official stamp on all the pages to be submitted as a token of acceptance of the order.

2. The contractor shall also arrange for proper storage /handling of the equipment's at site, during supply, installation, testing and commissioning.

3. All precautions not to damage the Kalakshetra Foundation properties shall be taken by the contractor. If any damage is caused to any structure, building, trees etc. the same shall be made good by the contractor at his cost to the satisfaction of Kalakshetra Foundation authority concerned.

4. Some restrictions may be imposed by the security staff etc., on the working in the campus and for movement of labour, materials etc. The contractor shall be bound to follow all such restrictions/instructions and nothing extra shall be payable on this account.

5. The contractor shall be responsible for any accident at the site of work and consequences thereof.

6. It shall be deemed that the contractor shall satisfied himself as to the nature and location of the work, transport facilities etc. and the department will bear no responsibility for lack of such knowledge and the consequences thereof.

7. **General Terms of payment: -**

**a) The rate quoted should be percentage.**

**b) Tender should be submitted in sealed cover along with the Earnest Money of **Rs. 14,620/- (Rupees fourteen thousand six hundred twenty only)**. The EMD is to be furnished in the form of Account Payee Demand Draft from any of the schedule bank/ Nationalized Bank drawn in favour of **KALAKSHETRA FOUNDATION** payable at Chennai. EMD in any other form will not be accepted as valid EMD. EMD submitted by other bidder/tenderers will be refunded within 15 days after the award of contract. No interest will be paid on the Earnest Money deposited with the Kalakshetra Foundation. Earnest Money deposit in respect of the successful tenderer will be retained with the Kalakshetra Foundation until entire work as per terms and conditions of the tender is completed. If the successful tenderer fails to execute the order strictly as per the terms and conditions of the tender, EMD shall be forfeited forthwith after cancellation of the concerned order. **Tender document without EMD shall be treated as invalid and liable for outright rejection.****

**c) Performance Guarantee /security deposit: Performance guarantee / Security deposit at the rate of **3% (three)**of the tender value shall be furnished within **(4) four** working days by the successful tenderer/ bidder/tenderer after receipt of award letter. Performance Guarantee should be in the form of Account Payee Demand Draft / Fixed Deposit / Banker's Cheque, Bank Guarantee from any of the Nationalized Banks or from any of the scheduled banks, validity for a period of **6 (Six) Months**.**

d) Performance/Security deposit amount will not bear any interest of whatsoever. This performance/ security deposit amount will be refunded in the final bill after adjusting dues if any to the Kalakshetra Foundation from the contractor subject to terms and conditions as per the tender document.

d) The performance / security deposit amount will be forfeited in case of breach of contract, deduction of any dues payable to Kalakshetra Foundation on whatsoever amount, deduction of any liability / damages incurred by Kalakshetra Foundation, on behalf of the service provided / contractor in the discharge of his / their obligations under this tender or contract.

e) No advance payments shall be released. Final payment will be paid at the end of successful completion of work on submission of final bill along with measurements and certification, either by cheque or RTGS/NEFT within 10 (Ten) working days.

f) **2% (Two percentage) Retention amount** on the total value of work will be deducted at the time of passing the bills. The retention amount withheld by KF will be returned at the end of defects liability period of one year (**6 Months**). No interest will be paid for the retention amount.

g) Income Tax, GST TDS whichever is applicable at the prevailing rates as applicable from time to time shall be deducted as per extant rules. **Quoted rates should be inclusive of GST, all taxes as applicable, loading, unloading, transportation in all respects.** No claim extra towards taxes, transportation etc. will be entertained.

h) The prices quoted by the bidder/tenderer shall remain fixed during the entire period of contract i.e. **60 days** and shall not be subject to variation on any account. Revision of rates will not be permitted for any reason during the original execution period. During the extended period if there is any excess expenditure towards tax, it has to be borne by the contractor but if any reduction the benefit will be passed on the Client / Kalakshetra Foundation.

i) In the event of failure of work action will be taken to rescind the work and the work will be get through other agencies at contractor's risk and cost.

j) During the progress of work, the Contractor/representative shall remain in touch with the Kalakshetra Foundation authorities and ascertain from them whether any excess over sanctioned cost is anticipated and/or has already occurred.

8. **Time of Completion:** - Time is the essence of the contract. If contractor fails to complete the work within stipulated period, Liquidated Damage (L.D.) @**2%** of actual contract amount per day shall be recovered from the bill of the successful tenderer subject to a maximum of **10%** of the contract amount/work order value.

9.. Deviation limits to be mentioned:

- a) Deviation Limit for works above plinth level 30%
- b) Deviation Limit for items in earthwork Subhead of DSR or related items: 100%

10. . In case of Extra / Substituted Item the rate is to be worked out as follows.

In the case of Extra Item(s) being the schedule items (Delhi Schedule of Rates items), these shall be paid as per the schedule rate plus cost index (at the time of tender) plus/minus percentage above/ below quoted contract amount. Payment of Extra items in case of non-schedule items (Non-DSR items) shall be made as per the prevailing market rate at tender quoted rate.

11. In the case of substituted items (items that are taken up with partial substitution or in lieu of items of work in the contract), the rate for the agreement item (to be substituted) and substituted item shall also be determined in the manner as mentioned in the following para. (a) If the market rate for the substituted item so determined is more than the market rate of the agreement item (to be substituted), the rate payable to the contractor for the substituted item shall be the rate for the agreement item (to be substituted) so increased to the extent of the difference between the market rates of substituted item and the agreement item (to be substituted). (b) If the market rate for the substituted item so determined is less than the market rate of the agreement item (to be substituted), the rate payable to the contractor for the substituted item shall be the rate for the agreement item (to be substituted) so decreased to the extent of the difference between the market rates of substituted item and the agreement item (to be substituted).

12. For Deviated Quantities in the case of contract items, substituted items, contract cum substituted items, which exceed the prescribed limits laid down, determine the rates on the basis of the market rates and the contractor shall be paid in accordance with the rates so determined.

13. **Insurance:** - The contractor shall take all insurances at his cost to cover all kinds of risks from the time the materials / works till handing over to KF. Contractors all risk insurance inclusive of damage during transportation, fire, Storage, erection testing and commissioning policy for the full contract value. Workmen compensation policy for the employees of the contractor at site.

14. **TERMINATION OF AGREEMENT:** - The agreement/work order herein may be terminated at any time by either party by giving a written notice of 10 days to the other party.

15. **ARBITRATION CLAUSE:** - In the event of any dispute arising out of or in connection with this tender/contract/work order, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, KALAKSHETRA FOUNDATION or any other officer nominated by the Director, KALAKSHETRA FOUNDATION for arbitration whose decision shall be final and binding on the parties. The proceedings before the Arbitrator would be governed by the provision of the Arbitration and Conciliation Act, 1996. The place of arbitration shall be Kalakshetra Foundation, Chennai.

16. The courts of Chennai will have exclusive jurisdiction for any issue/ dispute arising out of or in connection with the contract including relating to the arbitration proceedings.

## ADDITIONAL CONDITIONS AND SPECIFICATIONS:

The additional specifications given below are not substitute to CPWD specifications or IS specifications.

These shall be read along with CPWD specifications or IS specifications.

1. The work shall be carried out using metric dimensions only and shall be measured and paid in metric dimensions. F P S units, if any, mentioned in drawings etc. are for guidance only.
2. Wherever any reference to any Indian Standard Specification occurs in the documents relating to this contract the same shall be inclusive of all amendments issued there to or revision thereof if any, up to the date of receipt of bids.
3. Unless otherwise specified in the schedule of quantities the rates for the various items are for all heights and locations.
4. Unless otherwise specified in the schedule of quantities the rate for the items of the work shall be considered, as inclusive of pumping out or bailing out water, if required, for which no extra payments will be made. This will include water encountered from any source, such as rains, floods, sub-soil water table being high or due to any other cause whatsoever.
5. The bidders shall study the item description, the relevant drawings and satisfy him the item of work to be carried out.
6. The dismantling wherever required shall be done in a manner so that no other portions of the building or its fixtures are damaged. If any damage done to the building it shall be made good by the contractor at his own cost and no claim what so ever shall be entertained on this account.
7. The malba/garbage generated at site due to construction activities shall be removed from the Site to the location specified by Kalakshetra Foundation.
8. The contractor shall keep & clean the site thoroughly by removing scaffolding, surplus materials, rubbish, equipment left out of work and make clean clear the site around working site to the complete satisfaction of the Kalakshetra Foundation authorities before the work is treated as completed.
9. **CONDITIONS FOR CEMENT:** The contractors shall procure 33 grade (confirming to IS: 1489 (PartI)-2015 (confirming to IS:4031) Portland puzzolana cement for the work, from reputed manufacturers of cement, approved by CPWD i.e. M/s.ACC, L&T, J.P. Rewa, Vikram, JK. Cement, Shri Cement, Birla Jute and Cement Corporation of India etc.
11. **CONDITIONS FOR REINFORCEMENT STEEL:** - The contractor shall procure IS marked TMT bars of various grades from the steel manufacturers such as SAIL, TATA Steel Ltd., RINL, Jindal Steel &Power Ltd. and JSW Steel Ltd. or their authorized dealers having BIS license for IS: 1786- 2008 as approved from CPWD.



12. The standard sectional weights referred to shall be as in Table 5.4 in para 5.3.4 in revised CPWD specifications 2009 Vol. I will be considered for conversion of length of various sizes of TMT bars in to standard weight.
13. Special condition for structural steel (Channel, Angle, steel plates, Structural hollow Tubes & R.S. Joist) The contractor shall procure structural steel sections Channel, Angle, steel plates, Structural hollow Tubes& R.S. joint) from primary / reputed manufacturers (M/s. SAIL, Tata Steel Ltd, RINL, Jindal Steel &Power Ltd. and JSW & R.S. joint) as approved from CPWD.
14. The Contractor shall not stack building material / malba / muck/ rubbish on the land or road of the Kalakshetra Foundation campus. The muck, rubbish etc. shall be removed periodically as directed by the Kalakshetra Foundation authorities from the site of work.
15. All required materials like cement, steel, sand & stone aggregates, chips etc. shall be arranged for the works by the contractor. No material shall be issued by Kalakshetra Foundation.
16. All the tools, plants & safety of works arrangement will be borne by the contractor.
17. All the concrete works, mixture machine shall be used for lean concreting at the base, PCC and RCC works.
18. The safety measure arrangement for the safety of men and materials shall be made by the contractor as per site requirement at his own cost and risk.
19. The contractor shall use proper measuring box for mixing (volumetric ratio basis) of concrete ingredients and cement mortar work. The mixing of concreting work shall be undertaken in the presence of Kalakshetra authorities.
20. The contractor shall ensure adequate water proper curing days for the works i.e concrete works, brick work and finishing plastering works etc. as per standard days of curing as per the direction of Kalakshetra Foundation authorities.
21. The work shall be carried out using metric dimensions only and shall be measured & paid in metric dimensions. F P S measurements, units if any mentioned in drawings is for guidance only.
22. The bidders shall study the item description, the relevant drawings and satisfy him the items of work to be carried out.
23. **Measurements:** Length and breadth of superficial area of the finished works shall be measure correct to a centimeter. Area shall be calculated in square meter correct to two decimal places. No deduction will be made to openings of area up to 40 square decimeters nor shall extra payment be made either for any extra materials or labour involved in making such openings. For openings exceeding 40 square decimeters in area, deduction in measurements shall be made but extra payment will be made for any extra materials or labour involved in making such openings.
24. **Rate:** The rate shall include the cost of all materials + Labour involved in all operation described above including scaffolding etc., plus GST if any required in all respects.

## **25. MATERIALS**

### **LIST OF APPROVED MATERIALS / BRANDS**

S.No. Materials Vendors

#### **1 Concrete works**

1.1 Cement OPC / PPC ACC, Ultratech, Coromandel, Ramco, Deccan, Dalmia,

#### **2 RCC works**

2.2 Reinforcement steel SAIL, TATA (Tisco), RINL, JSW

#### **3 Structural Steel**

3.1 Structural steel SAIL, TATA (Tisco), RINL, JINDAL

#### **4 Finishing**

**Paint, Primer, OBD, Acrylic paint,**

**Emulsion paint**

**Asian, Berger, ICI Dulux, Nerolac, Nippon**

5 Epoxy paint Asian, Berger, Shalimar

6 Barbed wire ISI approved quality standard

(Part-I)

F.No. A-78 /14/2022 -24/KF Dated-07.06.2023

To  
The Director,  
Kalakshetra Foundation  
Thiruvanmiyur,  
Chennai – 600 041.

Date:

Dear Sir/Madam,

SUB: Tender for – **Name of work: “Upgradation of flooring work in New hostel ground floor in Kalakshetra Foundation, Thiruvanmiyur, Chennai 600 041.”**

With reference to your tender enquiry cited above, we are pleased to enclose the Part-I for your kind consideration (as per prescribed format).

Company profile

i	Name of the agency/Contractor	
ii	Mailing address of the agency with PIN Code	
iii	Status of the Agency: Proprietor / Partnership / Regd. Company / Co-op. Society	
iv	Contact details	
	Telephone numbers(s)	
	Fax number(s)	
	E-mail address	
	Website	
v	GST registration No	
vi	PAN no.	
vii	Trade license no.	
viii	Bankers and their address along with type of Account & Account No	
ix	E.M.D details	
x	Registration certificate in current updated status from CPWD/State PWD/ Railways Dept./BSNL/Reputed Central or State PSU's/Autonomous body/Similar Govt. agencies contract works Certified copy to be enclosed enclose proof	
xi	Certified copy of the works completion / experience certificate for completed works for the past 5 years, to be enclosed	

We confirm that we shall abide by all the tender conditions and we do not have any additional conditions.

Thanking you,  
Yours faithfully,

Signature with date and name of the signatory  
Name of the Agency with Seal

Note: You may please attach a separate sheet as annexure for providing the details

**कलाक्षेत्र प्रतिष्ठान**  
**KALAKSHETRA FOUNDATION**  
THIRUVANMIYUR, CHENNAI- 600 041 PH- 044- 24524057 / 0836

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**FINANCIAL BID DOCUMENT - (Part-II)**

The Director Kalakshetra Foundation  
Thiruvanmiyur, Chennai

Dear Sir/Madam

SUB: - Tender for – Name of work: **“Upgradation of flooring work in New hostel ground floor in Kalakshetra Foundation, Thiruvanmiyur, Chennai 600 041.”**

With reference to your tender enquiry cited we are pleased to enclose the following as our financial bid for your kind consideration (as per given format).

Schedule of quantities

sno	DSR Item	Description of item /work	Quantity	unit	Rate	Amount
1	14.83	Hacking of CC flooring including cleaning for surface etc., complete as per direction of the Engineer-in-charge	577.00	Sqm (Square meter)	2.85	1644.45
2	14.85	Taking existing wooden door shutter, repair by cutting, painting etc., and refixing of repaired door shutters to existing door frames, including replacement of hinges with screws, etc. as required, all completed as per direction of Engineer-in charge	24.00	Each	325.95	6519.00
3	11.40	Providing laying rectified glazed ceramic floor tiles of size 300 x 300 mm or more (thickness to be specified by the manufacturer) of 1 <sup>st</sup> quality conforming to IS-15622, of approved make, in all colours, shades	590.00	Sqm (Square meter)	1225.10	722809.00

		except white, ivory , grey, Fume Red Brown, laid on 20 mm thick cement mortar 1:4 (1 cement: 4 coarse sand) jointing with grey cement slurry @3.3 kg/sqm including pointing the joints with white cement and matching pigments etc. complete.				
		Sub total				730972.45
		Rounded to				730973.00
		Percentage above or below the estimated cost % in Figures & Words				
		Total cost Rs. in figures & words				

**The bidder/tenderer is need to quote the percentage only above or below or at par with the estimated cost to cover all the rates of item.**

The percentage shall be written in 2 (two) place of decimal

The quoted rates are inclusive of GST and all taxes.

We confirm that we abide by all the tender conditions and we do not have any additional conditions.

Signature with date and name of the signatory

With complete address and seal

Address Tel. No/Mob. No:

**कलाक्षेत्र प्रतिष्ठान**  
**KALAKSHETRA FOUNDATION1**  
THIRUVANMIYUR, CHENNAI- 600 041 PH- 044- 24524057 / 0836

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**CHECK LIST FOR BIDDER/TENDERERS**

<b>S. No</b>	<b>Documents</b>	<b>Yes/No Or N/A</b>	<b>Pg. No</b>
1.	EMD DD No.: Amount Date:		
2.	Whether all the pages are stamped and signed and property tagged with all documents ?		
3.	Whether price Bid (Part II) /Tender form is filled up?		
4.	Whether Technical bid (Part I) is filled up?		
5.	Whether self-attested copy of registration of the firm (for partnership firm or Pvt. Ltd/Public Ltd company) is attached?		
6.	Self-attested copy of PAN Card		
7.	Self-attested copy of GST Certificate		
8.	Self-attested copy of experience certificate / completed works		
9.	Self-attested contractor enlistment registration copy		
10.	Self-attested – similar works Experience Certificate, Orders executed		
11.	Any other relevant document(s)		

(Signature of the bidder/tenderer)

Name and address (with seal)