

ANNEXURE - I
(To be filled in by the applicant)

1. Name of the firm :

2. Full postal address :
(Office & residence Telephone/Mobile/E-mail)

3. Two copies of passport size photograph of :
sole proprietor/all partner of firm as applicable
duly attested

4. Affidavit declaring sole proprietorship of firm in :
original duly attested by a Notary or partnership
deed duly registered with Register of firm in
original as applicable

5. PAN Card Number with photocopy :

6. TIN No. with photocopy of certificate :

7. Copy of latest I.T. Return filled by the vendor/firm :
duly received by the concerned Income Tax Officer

8. Bank Account Number, Name of the Bank & address :

The above facts are true & best of my knowledge.

Date :

Signature of the proprietor

ANNEXURE – II

GENERAL TERMS & CONDITIONS

1. The Manufacturer / Supplier should preferably have experience in carrying out jobs at factories preferably Tea Factories (Photocopy of past formal Order to be attached).
2. The offer shall remain valid for 60 day's from the date of opening the Quotation.
3. The delivery of materials would be in around Dibrugarh, Jorhat & Golaghat District where Group Garden's are located, you should quote accordingly (FOR GARDEN).
4. Amount of VAT, CST, Central Excise and if any other, which are applicable should be quoted clearly specified indicating the Rate which it is charged.
5. The release of part payment shall be applicable on progress of work which would be clearly mentioned in the Work Order.
6. An amount equivalent to 10% of order value would be retained as security money for a period of 3 months which shall be finally released.
7. The right to reject any or all quotation without assigning any reason is reserved by the Tender Committee.

I agree to all TERMS & CONDITIONS mentioned above.

Date :

Signature of the proprietor
Seal of the firm

ANNEXURE – III

Price Bid

Particulars	Specification	Nos	RATE	Tax	Rate Incl. TAX	Amount
1	Self Propelled Fans Fan Size mm Lower O.P. 560 Centre O.P. 680 mm Height 420 mm Neck Size mm Lower Side 600 Higher Side 540 mm Base Size Width 580 mm Length 1100 mm Material Stainless Steel Weight Fan 4.85 kg. Neck 1.65 kg. Base Plate 3.30 kg.	45				
2 Cost Fitting of Fans		45				
3					Total	

I agree that the above prices are inclusive of all Taxes & delivery FOR Garden.

Date :

Signature of the proprietor
Seal of the firm