

**India Trade Promotion Organisation  
(Security Division)**

**TENDER / CONTRACT (OTHER THAN WORKS)**

**Sealed Tenders are invited for the work of: Preparation of Multicolor Digital PVC fused bilingual photo Identity Cards in English & Hindi of ITPO employees with card holder/chain with clip (Size 3.5x2.25 INCH)**

**(i) Rates per Identity Cards Rs.\_\_\_\_\_**

**Service Tax Rs.\_\_\_\_\_**

**Total:\_\_\_\_\_**

**(ii) To be submitted by 1.30 pm on or before 25.1.2017 to Senior Manager(Security), India Trade Promotion Organisation, Pragati Bhavan, Pragati Maidan, New Delhi 110001. The received tenders will be opened on the same day at 4.30 pm in the room of Senior Manager (Security), India Trade Promotion Organisation, New Delhi-110001.**

## **TENDER**

I/We have read and understood the notice inviting tender, specification applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, special conditions, schedule of Rate & other documents and rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified to the CMD, ITPO within the time specified, schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in General Terms & Conditions and conditions of contract and with such materials as are provided and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for 60 days from the due date of its opening and not to make any modifications in its terms and conditions. A sum of Rs.2000/- has been deposited in cash/demand draft of a scheduled bank as security deposit. If I/we fail to furnish the prescribed performance guarantee within prescribed period, I/we agree that the CMD, ITPO or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said security deposit and the performance guarantee absolutely, otherwise the said security deposit shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon ordered, upto maximum of the percentage mentioned and those in excess of that limit at the rates to be determined in accordance with the provision contained in tender form.

Further, I/We agree that in case of forfeiture of security deposit or both & performance guarantee as aforesaid, I/we shall be debarred for participation in the re-tendering process of the work.

I/we hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived there from to any person other than a person to who I/we

am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Signature of Contractor  
Postal Address:

Dated:

Witness:

Address:

Occupation:

**ACCEPTANCE**

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the CMD, ITPO for a sum of Rs.....Rupees.....  
.....only)

The letters referred to below shall form integral part of this contract/agreement.

- (a)
- (b)
- (c)

For & on behalf of the CMD, ITPO

Signature.....

Designation.....

Dated:.....