



**CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT (CSTS)**

(Department of Chemicals & Petrochemicals,  
Ministry of Chemicals & Fertilizers, Govt. of India)

Haridwar Road, Post-Bhaniyawala, Doiwala

Dehradun – 248140 (Uttarakhand)

Phone: 0135-2695075,9437043410;

Email: cipetdehradun@gmail.com

**Tender Notice No.** CIPET/DDN/ADMN/2019-20/01

Date: 28/06/2019

**Tender Document for providing**  
**Housekeeping Services at CIPET**  
**(CSTS)- DEHRADUN**

Newspaper advertisement published in Amar Ujala and Hindustan,  
Dehradun Edition on 30.06.2019

Tender Document Fee Rs.2000/-

This Tender Documents contain 18 Pages



**CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT (CSTS)**  
**(Department of Chemicals & Petrochemicals,**  
**Ministry of Chemicals & Fertilizers, Govt. of India)**  
**Haridwar Road, Post-Bhaniyawala, Doiwala**  
**Dehradun – 248140 (Uttarakhand)**  
**Phone: 0135-2695075,9437043410;**  
**Email: cipetdehradun@gmail.com**

**Tender Notice No. CIPET/DDN/ADMN/2018-19/01**

Date: 28/06/2019

**Detailed Notice inviting Tender for Providing Housekeeping personnel**

CIPET:CSTS, Dehradun invites sealed tenders from registered and authorized contractors in "two bid system" for House Keeping Services for its Office building located at Haridwar Road, Post-Bhaniyawala, Doiwala Dehradun – 248140 (Uttarakhand). The scope of work along with Technical and Commercial bid details are narrated below. The contract period will be initially for a period of one year extendable on satisfactory performance and mutual consent on same terms and conditions on yearly basis by another two years. The sealed bidding documents (Technical bid, EMD and Commercial bid) duly filled in as per the instructions of the Tender document addressed to the Incharge (Project), CIPET: CSTS, Dehradun and reach latest by 17.00 hrs on 09.07.2019. Tender documents and detail may be obtained from CIPET Office on payment of Tender Cost of Rs. 2000/- by payment of cash or through Demand draft in favour of CIPET: CSTS, Dehradun from Monday to Friday (working days) between 09.30am to 5.30pm. The bidders who wish to download the tender documents from the office website ([www.cipet.gov.in](http://www.cipet.gov.in)) should furnish the Tender Cost of Rs. 2000/- through Demand draft in the name of CIPET Dehradun payable at Dehradun, along with the bidding documents.

**IMPORTANT DETAILS**

SRN	DESCRIPTION	DATE	TIME
1.	Start date/ time of sale of tender document	01.07.2019	09.00 hrs
2.	Last date/ time of submission of offline bid	09.07.2019	17.00 hrs
3.	Date & Time of opening technical bid	12.07.2019	11.00 hrs
4.	Date & Time of opening Financial bid	12.07.2019	16.00 hrs

The sealed tenders along with the supporting documents with Earnest Money Deposit of Rs.10,000/- (Rs Ten Thousand only) in the form of Demand Draft in favor of CIPET,Dehradun payable at Dehradun should be submitted in **cover No. 1** super scribing "**Technical Bid**". The sealed tender document containing the "**Commercial Bid**" shall be submitted in **cover No. 2** super scribing the envelope "**Commercial Bid**".

The commercial bid of the successful qualified agencies would be opened technical evaluation based on grading system. CIPET reserve the right to select for the better services offered or performed by the agency in the history records.

CIPET reserves the absolute right to accept or reject any or all tenders at any stage of the tender process without assigning any reasons.

The terms and conditions are given in the tender form which shall be part of the Contract / Agreement. The participants are required to read and understand it properly before submission of the tender. The Agencies are required to submit their list of present clients with complete addresses and phone/Mobile nos. and the number of manpower deployed to each client along with the tender.

The tenderer should quote total monthly charges per person (including wages, PF, ESI, Service charges and other charges if any) for House Keeping of complete premises of CIPET: CSTS, Dehradun.

The selection process of the contractor to CIPET House Keeping activities shall be made to those contractors who have the following criteria of persons under their control

- i) The contractor should have operating strength of 25 persons minimum under their Contract.
- ii) The age group of persons should be between 20 and 35 years.
- iii) The sweepers engaged for cleaning activities should have adequate knowledge of Cleaning the toilets and other premises with industrial cleaning exposures.
- iv) The sweepers employed in the Institute should have good character and antecedents and are amenable to any suggestions.
- v) The firm should be registered with ESI, PF, Income Tax PAN number, GST and Other Statutory requirements as per the norms of the Government and **its own Local Office & Client in "Dehradun"**.
- vi) NSIC Certificate will not be considered for relaxation of EMD & Tender fees.
- vii) No refund of Tender fees in case of retender process.
- viii) Selection of commercial bid will be based on the previous experience, quality of services provided in present clients and grading system of technical evaluation committee. It will not be based on lowest minimum services charges quoted by the agency. Decision of the CIPET management will be final and binding on all the bidders.

## **The objective of deploying Housekeeping personnel and Supervisor:**

The institute is looking for the reputed and experienced Housekeeping Agencies to maintain housekeeping in the Institute campus and also to upkeep the Institute premises and its surroundings tidy and clean in all respects.

### **Scope of the Work:**

1. Cleaning of Administration block, Overall Building, Students & Staff Canteen, Shop floor area, machineries at Tool Room and Processing, Testing department, Training & Planning Cell, CAD/CAM, Library, Class rooms etc. & Security campus from inside and outside.
2. The cleaning job require dusting, collecting wastage & garbage and dispose of it at a fixed place in the campus or outside the campus. Cleaning of doors, floors, windows, ceiling fans, tube lights/bulbs, switch boards and roofs once in a month.
3. Cleaning of wash rooms (toilets and bath rooms), water drinking places and wash basins with material such as acid, detergent, pesticides etc. and keeping soaps, odonil in the toilets as per requirement.
4. Cleaning the dirtiness spreader by birds and animals on regular basis and cleaning of roofs, chajjas and passages at least twice a month.
5. Removing and disposing outside the bodies of animals and birds etc. died in the campus.
6. Cleaning of water storage tanks- overheads and grounds tank with chemicals once in a month.
7. The work includes House Keeping and general overall cleaning of the premises including shifting of chairs, table and other furniture, occasionally in the course of cleaning and replacing them properly and any other job assigned to the contract team as and when required.
8. The supervisor has to maintain to register in which he shall mention the details of the work carried out every day and take signature of the concerned section head for work performance. CIPET may penalize by enforcing suitable penalty which shall be deducted from the payable amount, in case the workers are not performing satisfactory.
9. In case of absence of the supervisor or the sweeper/ worker, the tenderer has to provide replacement in two hours.
10. In case if the supervisor or any worker/sweeper is found misbehaving with the CIPET Staff, the same shall be viewed strictly and strict action will be taken against him.

11. The cleaning workers shall be responsible for cleaning and clearing the choked manholes, sanitary lines and septic tank and maintained it functional all the times, However in case, cleaning tanker is required to clean the septic tanks, the actual charges shall be born by CIPET:CSTS ,Dehradun.
12. The housekeeping personnel shall wash the reception floors, lobby, stair case and other public utility areas twice in a week.
13. The housekeeping personnel shall carefully clean the door mats as and when required on receipt of instructions from CIPET Officials.
14. Cleaning of the furniture of office and classrooms every day before 9.00 AM.
15. Cleaning of the Roads and porches every day in the morning.
16. Cleaning of water purifiers on alternate days.
17. The housekeeping personnel shall clean the wastage and garbage accumulated between main road and institute wall at least once in a week and maintained it in good condition.
18. The housekeeping personnel should ensure that the collected garbage should be thrown out of CIPET: CSTS, Dehradun campus on daily basis. Accumulation of waste by housekeeping staff shall lead to penalty.
19. CIPET reserve the right to deduct wages of housekeeping personnel from the contractor's bill for not executing cleaning work as per the terms and conditions mentioned in this document. Any order passed to this effect by the Incharge (Project) shall be final and binding on the contractor.
20. The contractor shall request for the materials required for cleaning such as brooms, detergent, soap, liquid soaps, Brush, Phenyl, room freshener, cleaning cloth, baskets, Odonil, pocha etc. every month in advance. The prescribed material shall be purchased by CIPET and handover to the contractor/Supervisor on monthly basis from stores department.
21. The contractor shall be responsible for compensating loss and damage occurred to the property of the Institute due to negligence of the housekeeping personnel.
22. The payment of contractor shall be paid on monthly basis as per the attendance of the workers. The bill should not include the period of absence of the housekeeping personnel.
23. The Supervisor and housekeeping personnel should be in proper uniform provide by the contractor for which no extra charge shall be paid by CIPET.

24. Any other work assigned by the management.
25. The Housekeeping Contract Agency owner/authorized representative shall visit the CIPET Campuses / premises once in a week whenever specially called by the Institute and ensure that the Housekeeping personnel are properly carrying out their duties efficiently, diligently and to the satisfaction of the institute.

### **Terms & Conditions of the Contract for Providing Housekeeping personnel Services**

1. The Contractors are required to submit their offer in two parts (**Technical & Commercial Bid** ) separately in sealed covers. The first part shall consist of **EMD of Rs. 10,000/-** (Rs. Ten Thousand only) only in the form of Demand draft. The envelope should be super scribing "**Earnest Money Deposit**". The tenderers should note that they are not required to disclose their quoted price in the **first part (Technical Bid)**. The second part shall consist of tender document issued to them and **second part offer rates (Commercial Bid)** in the appendix. (Commercial bid) of the successful qualified agencies would be opened after technical evaluation based on grading system. CIPET reserve the right to select for the better services offered or performed by the agency in the history records. Date & Time of opening of commercial bid will be intimated through E-mail or over phone to technically qualified bidders
2. CIPET does not bind himself to accept the lowest tender and reserves the right to accept or reject, in part or full, any or all the tenders received without assigning any reasons
3. Latest **Minimum wages as notified by State Government (Uttarakhand) revised** from time to time shall be paid and Part time Wages will be paid on Proportionate basis.
4. Bidder register under Micro & Small enterprise (MSEs) as defined in MSE procurement policy issued by department of MSME or register with central purchase organization will also submit bid but they shall deposit the tender fee, & EMD for initial process. **NSIC Certificate will not be considered for relaxation of EMD & Tender fees.**
5. **Agencies preferably have its own local Office in "Dehradun" & in this office there must be minimum 4-5 staff who can handle the problem related to housekeeping.**

6. Each page of the tender document is required to be signed by the tenderer. The tender document must be filled in English or Hindi and all the entries must be hand written in ink. If any of the documents are missing or unsigned, the tender may be considered as invalid. Overwriting of figures is not permissible.
7. The tenderer whose tenders have been selected have to deposit the **Security deposit of Rs. 15,000/- (Rs. Fifteen Thousand only)** in the next working day after the acceptance of the tender. Earnest Money Deposit amount of Rs. 15,000/- shall be forfeited if in case of refusal of deposit the security deposit immediately or fails to implement the requirements of the tenders. The EMD of unsuccessful tenderers shall be returned within 7 days. **The DD/Banker's Cheque shall be drawn in favour of CIPET, Dehradun payable at Dehradun only. Security Deposit will not carry any interest. Security Deposit will not be refunded to the contractor except in accordance with the terms of contract.**
8. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Tenderers who are desirous to offer rebate, should mention it separately in the covering letter submitted along with the tender.
9. The Technical bid will be evaluated and merit list will be prepare on the following basis:-

Sl. No.	Technical Parameters	Maximum Marks
(i)	<b>Financial Turnover</b>	<b>10 Marks</b>
	(a) Between 25 Lakh & 50 Lakh	05 Marks
	(b) Between 50 Lakh & 01 Crore	07 Marks
	(c) Above 01 Crore	10 Marks
(ii)	<b>Number of clients having value more than Rs.05 lakh from a single client – Banks/ FIs/ PSUs each year</b>	<b>10 Marks</b>
	(a) Between 2 & 3 clients	05 Marks
	(b) Between 4 & 5 clients	07 Marks
	(c) Above 5 clients	10 Marks
(iii)	<b>Organizational set-up of Agency</b>	<b>10 Marks</b>
	(a) Having Office in Dehradun <b>Number of offices other than Dehradun</b>	07 Marks
	(b) Between 1 & 3 Offices other than Dehradun	03 Marks
	(c) Above 3 Offices other than Dehradun	05 Marks
(iv)	<b>Staff strength</b>	<b>10 Marks</b>
	(a) Upto 05 staff	05 Marks
	(b) Between 5 & 10 Staff	07 Marks
	(c) Above 10 Staff	10 Marks

<b>(v)</b>	<b>Handled as clients Government/ PSU/ Educational Institutions during last 5 years</b>	<b>10 Marks</b>
	(a) Upto 5 Clients	05 Marks
	(b) Between 6 & 10 Clients	07 Marks
	(c) Above 10 Clients	10 Marks
	<b>Total</b>	<b>50</b>

10. Contractor should be well established and experienced in this field with at least 3 years experience for providing housekeeping personnel to Hostel/College/Institute/PSUs and experience certificate has to be deposit.
11. The Contractor shall provide trained & well-disciplined Housekeeping personnel on all 06 days of a week to maintain & upkeep the Institute premises. If required the housekeeping personnel may be called on holidays.
12. The Contractor shall provide experienced Housekeeping Supervisor to control the team of Housekeeping personnel. The Supervisor shall be responsible to monitor the duties / functions of Housekeeping personnel and report to the management for any lapse immediately.
13. The Housekeeping personnel will be eligible for one day paid off after continuously working of 06 day duties.
14. In the event of leave or absence of any Housekeeping personnel, the agency shall make suitable alternate arrangements to fill up the gap immediately and ensure that the total strength of Housekeeping personnel is always maintained otherwise the penalty (as decided by management) on service charge will be applicable in monthly bill.
15. The Housekeeping personnel so deployed should not be changed frequently without the consent of CIPET Management.
16. The personnel engaged by the contractor should be honest, hardworking and good Character. Details of contract team members should be furnished for security reasons
17. The Contractor shall ensure that the personnel deployed are disciplined and do not participate in the activity prejudicial to the interest of the Institute/Govt.
18. Any misconduct/misbehavior/indiscipline of housekeeping team will not be tolerated and such persons will have to be replaced immediately and for such act the contractor is sole responsible to resolve the issue, if any. CIPET Management reserves the right to take all appropriate actions under such circumstances.



19. The Contractor shall solely be liable for payment of wages and other dues to the Housekeeping personnel deployed in CIPET.
20. The contractor shall be responsible for depositing provident fund contribution and employees share of special contribution for ESI in respect of the personnel engaged by him. He will also be responsible for collection the employee's contribution.
21. The charges as mutually agreed upon would be followed for the entire period of the Agreement and the contractor shall not make any claim or additional charges other than Expressly agreed to in this agreement.
22. CIPET: CSTS, Dehradun is not responsible for any disability or casualty incurred by the workers doing the work for the contractor. It is the responsibility of the contractor to comply with the statutory requirements of safety and compensation.
23. The housekeeping personnel provided for the job shall have adequate insurance coverage during the period of the contract work by the contractor.
24. Any amount due to the CIPET arising out of the contract will be recoverable from the contractor's bills, dues/security deposit.
25. If at any time additional personnel are required on temporary basis, the agency shall arrange the required personnel. The additional Housekeeping personnel shall be paid on the prescribed rates on pro rata basis.
26. The contractor shall be responsible for immediate replacement of sweepers for the casual vacancy arising out of sick leave, absence on any other reason
27. The payment of wages should be disbursed on or before 10<sup>th</sup> of every month and register should be maintained in this regard.
28. TDS as applicable shall be deducted from the monthly bill of the agency.
29. An agreement will be required to be entered for a period/periods, as may be mutually agreed upon with the terms and conditions. For the extension of the contract period, the agreement may be renewed accordingly.
30. In case of any theft, pilferage or any other loss caused to the Tools / Equipments provided by the Institute during the period of contract is in operation, the agency shall make good the loss to the institute and apart from that, the CIPET will be free to impose penalty/compensation to be paid for deliration, negligence, disobedience and violation act. CIPET shall have the right to deduct appropriate amount from the contract bill to make good such loss besides imposition of penalty. In such cases, the decision of the competent authority of CIPET will be final and binding on the agency.

31. The agency selected should follow the instructions given by the management of CIPET from time to time and in case of violation of the instructions, the agreement can be cancelled without any reference or notice.
32. The payment of Bill shall normally be paid within Ten days from the date of submission.
33. The services of the contractor can be terminated without assigning any reason by giving 30 days notice on either side.
34. In case of non-compliance with the contract, the CIPET reserve its right to :-
  - a. Cancel/revoke the order; and
  - b. Impose penalty up to 5% of the total value of the contract.
35. During the period of operation of the contract, CIPET will have full authority to recover the losses incurred by the institute due to the negligence of the manpower employed by the housekeeping agency. The decision of the Incharge (Project) with respect to calculate the losses will be final and binding.
36. The offer will be accepted subject to verification of documents and satisfactory quality of security services provided by the agency to the other clients. In case any document submitted by the agency is found false, the offer shall be rejected without assigning any reasons.
37. Any canvassing in this regard shall lead to cancellation of the tender.
38. Start of work within one week from the date of issue of work order. CIPET reserve the right to cancel any or all items without assigning any reasons and the decision of management shall be final and binding in all cases.
39. EVALUATION AND COMPARISON OF SUBSTANTIALLY RESPONSIVE BIDS

Only those bid which qualified for the Technical part will be considered for examination in the financial part. Thirty five (35) points out of Fifty (50) is necessary to qualify for the financial bid. The evaluation and comparison of responsive bids shall be on the rate for the services offered. If there is a tie, the bid scrutiny committee decides the awarding the contract depending their service in earlier organization. The decision of Incharge (Project) shall be final in this regard.
40. CONVAISSING AND OTHER OUTSIDE INFFUENCE
  - a. No bidder shall bring outside influence to the contracting authority on any matter relating to its bid, from the time of the bid opening till the time the contract is awarded.

- b. Any effort by a bidder to modify his bid or influence the contracting authority in its bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.
- c. If there is any dispute with any of the earlier contracts CIPET will not be responsible and will be free to take any decision for the entering / entered contract will regard to this dispute.

#### 41. SUMMARY REJECTION OF BIDS

Any one or more than one of the following actions / commissions are likely to cause rejection of Bid:

- a. Any bid, received late without conclusive proof that it was dropped in the box before the specified closing time.
- b. Any bid not accompanied by required bid security or received with Shorter validity period or insufficient amount of security.
- c. Quotation from the bidder, without letter of authority from the principal.
- d. Any bid received unsealed.
- e. Any conditional bid.
- f. Any bid in which rates have not been quoted in accordance with specified formats / details as specified in tender document.
- g. Any bid received not signed by duly authorized signatory at all appropriate places.

42. In case of non-compliance with the contract, the CIPET reserve its right to :-

- A. Cancel/revoke the order; and
- B. Impose penalty up to 5% of the total value of the contract

38. All legal matter will be under Dehradun Judiciary only.

39. CIPET reserves the right to consider/reject any or all tenders the tender process without assigning any reasons/notice. The management decision in this regard will be final in all respect and shall be binding on the Tenderer.

I/we hereby agree to the above terms and conditions.

**Signature of the Contractor  
With date and seal**

## PROFILE OF HOUSEKEEPING PERSONNEL

### Housekeeping Personnel:

1. Preferred Age Group : 20-35 years
2. Nationality : Indian
3. Min. Educational Qualification : 8<sup>th</sup> pass / fail
4. Language Knowledge : Knowledge of Hindi is essential
5. Physical condition/Health : Should be of good health with Medical fitness
6. Skill and ability : Hard working and able to work under difficult situation and pro-active under any exigencies.
7. Character & Conduct : Should be honest, disciplined and possess good character certificates of 2 renowned Persons.
8. Work Experience : Should have 1-2 years experience in the relevant field.

### Supervisor:

1. Preferred Age Group : 25-35 years
2. Nationality : Indian
3. Min. Educational Qualification : Graduate
4. Language Knowledge : Knowledge of Hindi and English
5. Physical condition/Health : Should be of good health with Medical Fitness
6. Skill and ability : Able to control the personnel and capable to behave decently with staff, workers, trainees and visitors while enforcing norms strictly
7. Character & Conduct : Should be honest, disciplined and possess good character certificates of 2 renowned persons.
8. Work Experience : Should have 2-3 years experience as supervisor in Housekeeping Agency

**CIPET: CENTER FOR SKILLING AND TECHNICAL SUPPORT (CSTS)  
DEHRADUN- 248140**

**TENDER APPLICATION FROM FOR HOUSE KEEPING CONTRACT  
To be submitted in Part-I (Technical-Bid)**

**Tender Notice No.** CIPET/DDN/ADMN/2018-19/01

Date: 28 /06 / 2019

**TO BE FILLED UP BY THE CONTRACTOR**

1. Name of the Company: .....
2. Name of the Proprietor: .....
3. Address : .....  
.....  
.....
4. Registration Details  
(Shop & Establishment) : .....
5. Telephone No/ Mobile No.....  
E-mail: .....
6. Banker's details (enclose copy): .....
7. No. of years in this area (Exp): .....
8. List of Clients/Customers (Enclose copy): .....
9. List of Housekeeping personnel & Sweeper : .....  
(Enclose copy)
10. Latest LOI/ Work Order from 3 clients (Enclose copy): .....  
If there is Govt. work order preference will be given to those
11. Total number of firm on hand and their: .....  
Address, contact person, Telephone Number etc.
12. Copies of Financial Turnover: .....  
(Rs. 5 Lakhs) for last 3 years balance sheet duly  
signed & stamped by Chartered Accountant
13. Performance certificates (Enclose copy): .....
14. PAN No. (Enclose copy): .....
15. GST (Enclose copy) : .....
16. Provident Fund No. (Enclose copy) : .....

17. ESIC No. (Enclose copy): .....

18. Contractor/Labour License No (Enclose copy) : .....

19. No Court Case Declaration: .....

20. D.D No, date and amount of E.M.D: .....

21. Credential Documents: .....  
(If any, enclose copies)

**Date:**

**Signature**  
**Name of the Signatory and**  
**Designation Office Stamp**

Work done in last 3 years (all details should be supported by the documents)  
(Use separate sheet, if required)

Name of organisation	Nature of Work	Work Order No. And Date	Value of Work done	Number of Workers	Period (Duration)	Date of Completion	Annexure Page No

Authorized Signature  
(Person of Agency)

**CIPET: CENTER FOR SKILLING AND TECHNICAL SUPPORT (CSTS)  
DEHRADUN- 248140**

**Tender Notice No. CIPET/DDN/ADMN/2018-19/01**

Date: 28 /06/ 2019

**RATE SCHEDULE  
To be submitted in Part-II (Commercial Bid)**

Tentative No. of Housekeeping Supervisors : 01  
Tentative No. of Housekeeping Personnel : 02  
Tentative No. of Gardener Personnel : 01  
Tentative No. of Housekeeping Personnel : 01 (Part time)

Description	House Keeping Supervisor (Skilled)	House Keeping Personnel (Unskilled)	Gardener (Skilled)
Wage per month <b>as per Uttarakhand Govt. minimum wages.</b>			
EPF @..... %			
ESI @..... %			
TOTAL			
Service Charges (%)			
Grand Total (per person per month)			

1. Latest Minimum wages as notified by **as per State Govt.(Uttarakhand) minimum wages.**
2. TDS shall be deducted as per prevailing rate from the monthly bill.
3. The EPF & ESIC shall be paid as per Government of India.
4. Service charges will be paid only on Basic Wages.

Place:

Date:

Signature with Authorization Seal &  
With Address



प्रमाणपत्र  
**CERTIFICATE**

I / We hereby declare that NONE of my / our relative(s) is / are employed in any capacity in any unit of CIPET: CSTS, Dehradun. I / We shall also intimate the name of the person(s), who is / are working with us in any capacity or is / are subsequently employed by us and who are near relative to any officials in the CIPET. I / We am / are aware that any breach of this condition shall result in immediate termination of the contract / cancellation of the existing contract(s) and also forfeiting of my/our security deposit.

(‘Near Relative’ means Wife / Husband / Parents / Grand Parents / Children / Grand Children / Brothers / Sisters / Uncles / Aunts / Cousins and their corresponding in-laws)

Place:.....

Date:.....

Seal & signature of Bidder

Name:.....

Address:.....

.....

.....

परि शष्ट III

Annexure III

**LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING**  
(TO BE PRESENTED TO THE BID OPENING COMMITTEE)

To,

The Incharge (Project)  
CIPET:CSTS  
Dehradun

Shri.....whose specimen signature is given below  
is hereby authorized to attend the bid opening on.....  
at.....

1. Specimen Signature

The person authorized  
To attend the Bid

2. Name.....

Signature of Bidder

Name:.....

Name of Firm:.....

.....

Date:.....