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ITER-India, Institute for Plasma Research

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ENQUIRY - LOCAL

OFFICE COPY

ENQUIRY NO : I-IEN20038
Date : 02/09/2020
Due Date : 22/09/2020 by 5:00 PM (IST)

We invite your rate/s for the following item/s. The Instructions to bidders and Terms & Conditions are attached herewith.
Important Note :


1. Enquiry No., Date & Due Date should appear on the envelope otherwise your offer will be rejected.
2. Address quotation only to the Purchase officer.

Sr No.	Material Description	Quantity	Unit
1	Comprehensive Annual Maintenance Contract (CMAC) for Fire Hydrant System covering scope as inspection, testing, servicing and maintenance of overall system installed at ITER-India Lab building inside IPR campus, Bhat, Gandhinagar as per attached detailed technical specifications	08	AU

Note :

- (1) Submit your quotation AT THE ABOVE ADDRESS.
- (2) Any clarification on this enquiry may be sought from the Purchase Officer, ITER-India
- (3) Quote with complete technical details.
- (4) Quotation should invariably be submitted in the attached format (Quotation Format) ONLY else ITER-India may not consider your offer.
- (5) AU means Activity units i.e No. of maintenance services to be carried out in CAMC period of 2 years.
- (6) The attached enquiry document Annexure-A (09 pages) to be returned duly filled in, signed & stamped with all the details along with the quotation as a token of acceptance.
- (7) Payment shall be made on quarterly basis within 30 days through RTGS/NEFT from the date of final acceptance of quarterly services at purchaser's site and on receipt of error free invoice and other necessary documents at our end.
- (8) Site to be visited and details to be entered as per Annexure II & to be submitted along with offer. Bidder can contact Mr.Mehul G Chodavadiya (M) 09328910232 before visiting the site.
- (9) The bidder under the category of MSME Enterprise shall attach a MSME Certificate (Udhyog Aadhar) along with the offer.
- (10) TDS as per CGST Act: As per provisions of section No. 51 of the CGST Act 2017, TDS @2% (IGST 2% or CGST 1% and SGST 1%) will be deducted while making payment to the suppliers where total value of orders/contracts/work orders exceeds Rs. 2.5 lakhs, in the event of order in Indian Rupees. Necessary TDS Certificate will be issued to the supplier after TDS deduction. Income tax (TDS) at a prevailing rate on total order value as per Income Tax Act will be deducted from the invoice. Certificate of TDS will be issued by the Purchaser. TDS at the prevailing rate on total order value as per GST Act will be deducted from the Service Provider's Invoice(s). TDS certificate (Form GSTR-7A) will be issue to this effect.
- (11) Lowest bidder will be decided on quarterly rate only as per Annexure-IV Rate Schedule.

Encl:- as above


Rakhi Dharamdasani
OFFICER-I (PURCHASE & STORES)
ITER-India (IPR)

TERMS AND CONDITIONS

1. The quotation and any order resulting from this enquiry shall be governed by our Conditions of Order and supplier quoting against this enquiry shall be deemed to have read and understood the same in to
2. Where counter terms and conditions have been offered by the Tenderer, the same shall not be deemed to have been accepted by ITER-India unless our specific written acceptance thereof is obtained.
3. Quotation: Your quotation superscripting our enquiry No., date, due date and brief description of item should be submitted to the Purchase Officer, ITER-India in sealed envelope on or before the due date. Late/Delayed/Incomplete quotations will not be considered. Envelopes received without Enquiry number, date, due date and brief description of item may be rejected. The quoted prices should be firm for a period of 90 days from due date for placing order. ITER-India is not bound to accept lowest rate/s. Bidder shall submit the price bid/offer on Bidder's letter head with official seal and sign on each page.
4. The bid documents shall be prepared in English language only
5. All pages of the bid documents shall be numbered, Each page of the bid document shall be stamped and initialized.
6. In the event of any date indicated above is a declared Holiday, the next working day with the same time limit shall become operative for the respective purpose mentioned herein
7. In case of deviation in payment terms including demand of advance other than specified in payment schedule and accepted by ITER-India, prevailing Prime Lending Rate (PLR) of SBI will be loaded for price comparison purpose
8. ITER-India and their authorized representatives may visit the Contractor/Sub-contractors if required as part of technical evaluation process.
9. ITER-India reserves the right to place order on one or more parties.
10. Specifications: Material should be offered strictly conforming to our specifications/drawings, if any. Deviation, if any, should be clearly indicated by the supplier in their quotation. The Tenderer should also indicate the Make/Type number of the materials offered and catalogues, technical literature and samples, wherever necessary should accompany the quotation. Clarification/s on specifications/drawings should be obtained from Purchase Officer before submitting quotation.
11. Terms of Prices: Quotation should be submitted on door delivery basis, duly packed & insured without extra charge wherever possible. In the case of Indian suppliers, the material is to be delivered at our stores free of charge duly packed & insured.
12. Unit rates should be valid throughout the validity of Purchase Order for addition/deletion purposes. Break-up of price should be furnished. The quoted price should not be subject to price escalation for whatsoever reasons. The quoted price shall be firm, fixed and non-revisable during the validity/ extended validity of Purchase Order.
13. Prices are required to be quoted according to the units indicated in the tender form/Enquiry. When Quotations are given in terms of units other than those specified in the tender form, relationship between the two sets of units must be furnished.
14. Tender should be free from Correction and Erasures. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail. Unsigned quotations will summarily be rejected.
15. ITER-India shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of the quantity offered and the tenderers shall supply the same at the rates quoted. ITER-India also reserves the right to split the order at its sole discretion.
16. Delivery Date/Period: Delivery period is essence of the Order. Supplier must indicate the firm delivery date by which the materials will be dispatched / delivered by them from the date of our order.
17. Delivery period shall be clearly indicated against each item separately.
18. Inspection: Material on its arrival at ITER-India will be inspected by our Engineer/Stores In-Charge, and his decision in the matter will be final. However, where the items are required to be inspected at the Suppliers Premises, Supplier has to give advance notice to the Purchaser regarding readiness of the material to enable Purchase/Stores section to depute his representative for inspection.
19. Payment: Payment will be arranged for accepted materials only within 30 days from the date of acceptance of materials at ITER-India and receipt of error free bills in our accounts section, complete in all respects.
20. No correspondence will be entertained within 30 days from the date of receipt of material and bills, whichever is later.
21. Warranty: The Stores/Items offered should be guaranteed for a minimum period of twelve months from the date of acceptance, against defective materials, design, workmanship, operation or manufacture. For defects noticed and communicated during the Guarantee period, replacement/rectification should be arranged free of cost within a reasonable period of such notification. In case where our specifications call for a guarantee period more than 08 months specifically, then such a period shall apply.
22. The Contractor/Supplier shall at all times indemnify the purchaser against all claims which may be made in respect of the stores for infringement of any right protected by Patent, Registration of design or Trade Mark and shall take all risk of accidents or damage, which may cause failure of supply from whatever cause arising and the entire responsibility for sufficiency of all means used by him for the fulfillment of the Order.
23. Successful tenderer will have to furnish in the form a Bank Guarantee or in Indemnity Bond form as called for by the Purchaser towards adequate security for the materials/property provided/issued by the Purchaser as Free Issue Material for the due execution of the Order. Insurance for the Free Issue Material shall be arranged by the Supplier/Contractor at his risk and cost.
24. Non-compliance to tender specifications and/or tender scope and/or tender terms and conditions are liable for rejection. Decision of ITER-India in respect of non-compliance shall be final and binding on the bidders.
25. Canvassing in any form with regard to this tender will lead to rejection of the bid.
26. The Project Director, ITER-India reserves the right to accept or reject any quotations fully or partly or to cancel the enquiry without assigning any reasons.
27. This enquiry is not a commitment and the Purchaser reserves the right to reject or cancel any or all offers.
28. Jurisdiction: The Order shall be governed by the Laws of India for the time being in force. The Courts of Ahmedabad/Gandhinagar only shall have jurisdiction to deal with and decide any legal or dispute arising out of this Order.
29. Unsuccessful bidders will not be intimated about the results of the enquiry/tender.
30. Purchase will not be responsible for payment of any interest to the Supplier, in case of delay in releasing payment.
31. The price evaluation shall be carried out on Landed price.

Enquiry Document for Comprehensive Annual Maintenance Contract (CAMC) for Inspection, testing, servicing and Maintenance of Fire Hydrant System

[Period: 2 Years]

(Please note that the bidder should sign on all pages)

Enq. No. I-IEN20038

Date: 02/09/2020

Due Date: 22/09/2020

1) INTRODUCTION:

ITER-India laboratory building is located at Bhat village, near Indira Bridge, Gandhinagar. Fire Fighting System (wet hydrant system) is installed at this lab Building. It contains a jockey pump, main submersible pump with Non-return valves and interconnected piping alongwith electrical and annunciation panel.

The list of equipment used for this system is attached as Annexure - I. This is for reference only.

2) EVALUATION CRITERIA:

- i. The bidder shall have experience of inspection, testing, servicing, and maintenance of Fire Hydrant System (FHS) for at least one of the well-reputed organization. This contract must not amount to less than Rs. 1, 00,000/- per annum within the period of last three financial years i.e. for the year 2017-18, 2018-19 and 2019-20. **[Bidder shall submit at least one copy of work order and satisfactorily completion certificate/Invoices.]**
- ii. The bidder shall have at least one ongoing contract of inspection, testing, servicing and maintenance of Fire Hydrant System (FHS) (Bidder shall submit copy of work order from the respective organization)

3) SCOPE OF WORK:

A. INSPECTION, TESTING, MAINTENANCE AND SERVICING OF FIRE HYDRANT SYSTEM

- i. The contractor has to provide necessary infrastructure, capability, technical know-how and trained manpower to perform the CAMC services. CAMC shall perform as per NFPA 25 requirements.
- ii. Consumables like all types of packing, glass panels, Lubricants, Paint for touch up, all types of nut & bolts, rubber lining for hose box, rubber washer, seat washer, rubber 'O' ring etc, shall be within the scope of the CAMC. No additional payment shall be made for the same. Necessary tools, tackles,



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- equipment, materials etc. required to carry out the CAMC work shall be in the scope of the contractor.
- iii. The contractor has to depute his service engineer/s once in a month to ensure smooth functioning of the Hydrant system. The tentative date for visiting the Institute shall be finalized with mutual understanding.
- iv. The contractor has to do all emergency work and the same shall be within the scope of work of the CAMC. All the emergency calls have to be attended within 24 hours without fail.
- v. The contractor has to maintain and update all the Equipment History Sheets for the system.
- vi. Any non-construction civil work if required shall be within the scope of this CAMC. IPR shall pay the additional payment in case of work on RCC but the contractor will take the approval in writing from IPR before the commencement of the RCC work. (soft soil digging for repair etc is in the scope of CAMC.)
- vii. The contractor shall at all times keep the site free from the accumulation of waste materials and debris and upon completion of work shall clear away and dispose all the surplus materials, rubbish and temporary works of whatsoever nature and kind. The contractor shall ensure clean and tidy site.
- viii. Necessary records of checking, maintenance shall be done as per Annexure - III. The report must be submitted to engineer in charge within 03 (Three) days from the completion of servicing and maintenance.
- ix. Serious note shall be taken if the contractor maintained and serviced the system, but, do not operate during performance testing/drill and/or emergency. The same must be immediately investigated, rectified, detailed report generated and submitted to engineer in charge by the contractor free of cost.
- x. The contractor shall depute technical persons to conduct live demonstration and training in presentation mode to train employees as well as security personnel on half-yearly.
- xi. Thorough supervision and responsibility for flawless services lies with the contractor.
- xii. The contractor has to maintain 18 number of hydrant points, 14 number of hose reel, 28 number of hose boxes containing of 02 nos. of hoses of 15 mtr. Length each and one gunmetal of 63mm short branch. In addition to this, 01 no. of fire water tank filling point and 01 no. of fire brigade inlet is also maintain and service. 01 no. of jockey pump, 01 no. of main submersible pump, 1 no. of jockey pump and complete hydrant pipeline along with its accessories have to be maintained and serviced. CAMC also covers the checking, services and maintenance of Fire Hydrant System Panel.
- xiii. Details checking and services has to be done every quarterly as per below mentioned scope of work,
- 1) Water level in Fire Water Reservoirs.
 - 2) Checking of Motor Pump and the source & discharge of inflow & outflow from the tank.
 - 3) Running of each pump for 10 minutes and recording the same.
 - 4) Carry out Auto Function of Jockey Pump at preset conditions.
 - 5) The condition of Fire Control Panel and Physical condition of Control Cable.
 - 6) Performance of 25% Hose by operating/testing them at testing pressure.
 - 7) Operation of hydrants at least at 6 points or as instructed by Engineer-In-Charge for its performance. Output pressure to be recorded.
 - 8) Oiling of the Landing Valves, Isolation Valves and the pumps and the Hydrant Lugs.
 - 9) Cleaning of the Hose Boxes, Hose Pipes and Hose Reels.
 - 10) Filling glands in the valves.
 - 11) Preventive Maintenance of Jockey Pump and Submersible Pump, whenever required.
 - 12) Water level, specific gravity and voltage check of batteries, if any.
 - 13) Checking and maintenance of Control Panels and Electrical Control Panel of Hydrant Pumps.
 - 14) Working of Pressure Gauges.
 - 15) Arrange for calibration of these Pressure Gauges once a year and submit calibration report to Engineer-In-Charge.

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- 16) Checking all Pressure Switch and Adjustment if needed.
 - 17) Checking all primary arrangement to ascertain that all the system including Valves,
 - 18) NRVs, Motors and Control Panels are functioning properly.
 - 19) Checking the performance of Gong Bell.
 - 20) Checking all the Pipelines physically for any type of leakage.
 - 21) Hydrant placing for 5 minutes.
 - 22) "Brasso" of Landing Valves.
 - 23) Maintenance of the Isolation Valves, Landing Valves, Branches, Pumps.
 - 24) Line pressure of 6-7 kg/cm² to be maintained.
 - 25) Checking of the Hose Couplings and oiling of the lugs.
 - 26) Greasing of nipples and checking of glands etc.
 - 27) Checking and maintenance of Sluice Valves, NRV's and Replacement of Gland Packing if required.
 - 28) Performance test of each Hose (Test pressure of 10.5 kg/sq cm) to be maintained.
 - 29) Painting of the Hose Boxes & Hydrant Points.
 - 30) Overhauling of the pumps.
 - 31) Hydraulic Testing of the Hydrant Main Ring (Section wise).
 - 32) Flushing the whole line.
- xiv. Cleaning the water tank/ reservoir once in a two year.
- xv. Getting FIRE NOC and its renewal shall be in the scope of the contractor.

Note: The rubber gasket, glass for the hose box, painting of pipe and hose boxes, pressure switch, pressure gauges, Electrical panel parts like, lamps, contactors, MCCB, relays, and etc., repairing of the water tanks and other small parts which are not mentioned in the Spares list are needed to be supplied and installed by CAMC provider with free of cost, whenever needed during execution tenure of the contract.

4) SAFETY CODE:

- i. The contractor shall cover his employees/workers under PF, ESI, personal accident insurance policy and applicable laws. Contractor has to submit PF details, ESI No. and insurance policy documents of all employees before commencement of the work.
- ii. The contractor shall be fully responsible for the behavior, conduct, theft and any breach at security etc. by his personnel and workers.
- iii. The contractor shall comply with all Govt. rules & regulations for his staff in regard to maintain the applicable labor laws, their amendments etc. in force from time to time.
- iv. The contractor shall comply with the instructions given by the engineer in charge, regarding safety regulations, safety precautions, protective measures, clean-up practices, housekeeping etc.
- v. The contractor shall ensure adequate safety precautions at site as required under the law of land. Contractor must be entirely responsible for safety of their personnel and provide them safety helmets, safety shoes, other safety gadgets as required and prescribed.



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5) TERMS AND CONDITIONS:

- i. The mentioned work shall be carried out under direct supervision of responsible person along with at least two trained persons of the contractor and in the presence of personnel of ITER-India. Change of personnel who carries out the services shall not be allowed.
- ii. Care must be taken while carrying out the job to avoid any damage to equipment & property of IPR. Contractor has to pay for the cost of damage.
- iii. The schedule to carry out inspection, testing and maintenance of fire hydrant system shall be fixed at least seven days in advance by the contractor and engineer in charge with mutual agreement. Any change in schedule must be intimated three days in advance.
- iv. Contractor shall be allowed to execute the work from 9.30 a.m. to 5.30 p.m. on all working days.
- v. Contractor shall respond promptly for any communication made by ITER-India via letter, e-mail or any other mode.
- vi. In case of servicing, checking, repairing of the system is not carried out as per the schedule, proportionate deduction in payment will be done from the bill.
- vii. In case the contractor fails to carry out the work as per specified scope of work, ITER-India reserves the right to terminate the contract & get the work done from any other party at the risk & cost of contractor.
- viii. Initially, the contract shall be for TWO YEAR only. Further extension may be based on vendor's performance and on discretion of the Purchaser.
- ix. The bidder should collect the site visit certificate (As per Annexure-II) from the Engineer In charge and shall attach the same with their offer.
- x. The quotation must be submitted as per Rate Schedule format Annexure-IV.
- xi. Accident/Third Party Liability: The Service Provider will take all possible precautions to avoid damage to the Purchaser's property during its onsite activities. Service Provider shall also take insurance covering third party liability for the personnel and equipments and/or tools deployed at Purchaser's site against all risks, such as injuries, loss of life etc. Service Provider will be fully responsible for payment of compensation. In the event of loss and/or damage to Purchaser's property / any item(s) / equipment and/or injury or loss of life to Purchaser's personnel during the course of onsite activities due to the Service Provider's default. Service Provider will be fully responsible and liable for such damages and/or losses and payment of appropriate compensation as assessed by the Purchaser. Service Provider will relieve the Purchaser from all the risk and liabilities under this clause.
- xii. Safety requirements: The Supplier shall take all necessary precautions to ensure safety of personnels deployed for the said work. As the work is to be executed in a restricted area, the Supplier shall strictly observe all safety, security and labour regulations prevailing in the campus. The Supplier shall be responsible for the proper behavior of the staff employed by him and also for any breach of security regulations, thefts, sabotage etc. The Supplier shall withdraw any person so desired by ITER-India/IPR, if in the opinion of the representative of ITER-India/IPR it is not desirable to permit that particular person to work inside the campus.

Annexure - I
LIST OF ITEMS/EQUIPMENTS USED FOR FIRE HYDRANT SYSTEM

Sr. No.	Description	Unit	Qty.
1	Submersible Pump(Jacketed Type) with 60 HP, 3 phase, motor – BatliBoy make	Set	1
2	Submersible Jockey Pump with 10 HP, 3 phase, motor	Set	1
3	Electric motor driven booster pump , 12.5 HP, 3 phase	Set	1
4	Butterfly Valves 1) 100 mm Dia-2 2) 50 mm Dia-1	No.	3
5	CI double flanged non-return valve 1) 100 mm Dia-2 2) 50 mm Dia-1	No.	3
6	GM gate valve/check valve Size 50 mm dia.	No	1
7	GM Morris pattern/oblique type outlet hydrant valve 63mm dia	No	20
8	Fire bridge inlet connection for underground tank having 100 mm dia. header with 4 nos. of 63 mm dia. branch connections	Set	1
9	Hose cabinet accommodated with 1 No. of 63mm, 15 mtr. Long hose pipe and 1 no. of GM branch pipe	No	28
10	Pressure switch for auto operation and pressure gauge with syphon and cock , range 0-300 PSI	Set	4
11	Air vessel (size 250mm dia & 2000mm height) with air valve and other connected fittings	set	1
12	Kheraj make Gong bell of 9" dia.	No	2
13	GM branch pipe nozzle 2.5" dia. (AAAG make)	No	22
14	Hose reel -20mm dia with valves and fittings, complete set.	set	14
15	Siamese connection comprising 1) 1 No. of 63mm dia. GM. Male adopter 2) 100mm Sluice Valve 3) 100mm Non Return Valve 4) 100mm MS Stand Pipe fitting and flanges.	LOT	1
16	Fire control panel with main incoming MCCB, Star-Delta starters, contactors, relays, Alu. Bus bars, earth bus bar, voltmeter, ammeter, selector switches, indicating lamps, cable alley compartment with terminals other accessories	set	1
17	Sintex make PVC water tank of 5,000 Liters Capacity with necessary piping connection, valves and fittings	Set	4



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Annexure - II

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Date:

(to be attached with the quotation as one of the conditions for meeting the eligibility criteria)

Enquiry No.	
Enquiry Date	
Enquiry Due Date	

This is to certify that

Mr.

of Messrs

has / have visited the Institute for Plasma Research on

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to understand the work and get acquainted themselves with details of fire hydrant system to enable them to quote against the enquiry for services and maintenance of fire hydrant system.

(Engineer-In charge)
ITER-India, Gandhinagar

Annexure - III
CHECKING AND MAINTENANCE REPORT (Sample)

Sr. No.	Description	Yes/OK	No/Not OK	Not Applicable	Comments
1.	Water Level in Reservoirs				
2.	Main pump service & Maintenance				
3.	Jockey Pump service & Maintenance				
4.	Auto function of Jockey pump				
5.	Auto function of Main pump				
6.	Fire Control Panel				
7.	Operation of fire hydrant points				
8.	System Pressure				
9.	Output Pressure				
10.	Servicing/lubricating of all kind of valves, pumps, motors, hydrant points etc.				
11.	Cleaning & Maintenance of Hose Boxes				
12.	Cleaning & Maintenance of Hose Pipes				
13.	Cleaning & Maintenance of Hose Reels				
14.	Filling glands, if required				
15.	Pressure Gauges				
16.	Pressure Switches				
17.	Servicing of Non return valve		*		
18.	Servicing of Gong Bell				



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19.	Entire Pipeline network				
20.	Servicing of nipples, hose coupling, lugs, etc.				
21.	Any other				

Signature with Stamp of the Contractor:

Name of the person:

ANNEXURE – IV
RATE SCHEDULE

Name of Agency :
 Address :
 Telephone No. :
 Enquiry No. & Date :

A. Rate Schedule for Checking/ Comprehensive Maintenance/ Servicing
 (Servicing shall be done quarterly. Total four (04) services in a year)

Sr. No.	Item Description and location	Frequency for services and maintenance	Rate per Quarterly Service and Maintenance (b)	Total Annual Basic Charges [C= 4xb]
1.	Checking, Services and Maintenance of entire Fire Hydrant System	Quarterly		

* CAMC Period – 02 years

Date:

Signature & Seal of the Contractor

B. Terms and Conditions

Sr.No	Description	Bidder's Compliance
1	Payment: ITER-India payment terms will apply (Refer Sr. No. 7 of Note)	Comply Yes/No (In case of No Please provide details)
2	Validity Period (Refer Sr.No. 3 Of Terms and Condition)	Comply Yes/No (In case of No Please provide details)
3	GST (To Specify as applicable)	
4	GST No.	
5	SAC Code	
6	Udhyog Aadhar No. & Category (Micro/Small/Medium Enterprise)	
7	Discount(if any)	
8	Remarks	

Date:

Signature & Seal of the Contractor