

Visakhapatnam Port Authority Logo

VISAKHAPATNAM PORT AUTHORITY



Engineering Department

ENGINEERING DEPARTMENT

ISO – 9001:2015, OHSAS – 18001:2007, ISO 14001:2015

TENDER NOTICE No.IENG/EE(WEST)/T/ RO Plants Maintenance/2024 Dt. 01- 04 -2024

Sealed Tenders in the prescribed proforma are invited for the work mentioned hereunder from reputed contractors having experience in executing RO plants/Maintenance of RO plants.

Name of work: Providing maintenance of 250 LPH capacity R.O plants installed at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months).

Estimated Cost: Rs. 1,58,497 /-

E.M.D./ <C.B'É.b÷Ò: 3,200/-

Cost of Tender papers (Non- refundable): Rs.200/-+GST 18%=236/-

Request for Tenders papers : 01- 04 - 2024

Last date for issue of Tenders: 08 - 04 -2024

Date and time for receipt of Tenders: 08 - 04 -2024

Tenders will be opened on 08-04 -2024 same day after 14.05 Hrs.

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The tenderer who wishes to participate shall upload the tender documents to the VPA Website (<http://www.vizagport.com>) and meet the following criteria. Tender papers along with copies of solvency from Nationalised Bank/Scheduled Bank to the extent of **Rs0.75 Lakhs** Details of average annual turnover shall not be less than **0.56 lakhs** during the last 3 (three) years ending 31st March of the previous financial year, duly certified by the Chartered Accountant. Proof of experience in Executing **RO Plants/RO plant maintenance works** i.e., having successfully completed Executing **RO Plants /RO Plants maintenance works** during last 7 years ending last day of month previous to the one in which applications are invited should be 3 (three) Executing **RO plants/maintenance of RO Plants i.e** completed each costing not less than the amount equal to 40 % of the estimated amount put to tender (or) 2 (two) Executing Executing **RO Plants/RO plant maintenance i.e** completed costing not less than 50% of the estimated amount put to tender.(or) one executed Executing **RO**

**Plants/RO plant maintenance works** completed costing not less than 80% of the estimated amount put to tender. Proof of Registration as a registered contractor with Govt./PSU or with VPA or other organization is not to be treated as an eligibility criteria. If any amendment or addendum will be issued before opening of the tenders and the same may be looked in the website (<https://etenders.gov.in>) and any further clarifications can also be obtained from CE's office VPA. The tenderers may keep a watch for further amendments if any at (<http://www.vizagport.com>) .in before submitting the bids and any further clarifications can also be obtained from CE's office VPA. In case of any inconsistency between conditions in the document/ amendments/ corrigendum/ clarifications, the decision of the Engineer-in-charge shall be final. The signed tender documents along with all enclosures/ accompaniments that will be uploaded online on VPA e-procurement web-site (<http://www.vizagport.com>) will only be considered for bid evaluation.

**Note:** (1) The bidders should be paid the Transaction Fee (non-refundable) and EMD shall be accepted only through RTGS/NEFT/ Bank Transferred with effect from 01.10.2020 in VPA. The VPA bank account details to which amount is to be transferred on SBI, Visakhapatnam Port Branch, A/c No. 30387186900, IFSC code – SBIN0001740. Further, the bidders shall upload the copy of the online transaction details with UTR No. along with the Technical bid documents failing which the bid shall be summarily rejected. (2) In case of the NSIC/MSME certificate submitted bidders, the eligibility for exemption of Transaction fee and EMD amount subject to fulfilling of tender condition.

## **EXECUTIVE ENGINEER(WEST)**

Copy to: SE-CP for information

Copy to: FA&CAO/Nodal officer, IT/V.O.-for information

Copy to: Dy Director (ITS) along with complete bid document in soft copy form to publish on the V.P.A

Web site up to **-03-2024**

Copy to: Notice Board / A.S. to arrange display the tender notice on the notice board.

Copy to: EE(West) /AE(R&D) for information.

Copy to: SE-IV (Drawing office) for information action.

Copy to: M/s Builders Association of India, Plot No.43 and 44, 4th Floor, Siripuram, Visakhapatnam.

Copy to: The Garrison Engineer, MES, Visakhapatnam

Copy to: The Chief Engineer, DGNP, Visakhapatnam

Copy to: The Chief Engineer, NAVY, Visakhapatnam

Copy to: The Supdt. Engineer, CPWD, Visakhapatnam

Copy to: The Supdt. Engineer, R & B, Visakhapatnam

Copy to: The Supdt. Engineer, Public Health Visakhapatnam

Copy to: The Chief Engineer, VMC, Visakhapatnam

Copy to: The Chief Engineer, VUDA, Visakhapatnam

Copy to: The Divl. Rly. Manager (Engg.), Waltair, Visakhapatnam

Copy to: The Chief Engineer, M/s R.I.N.L., Steel Plant, Visakhapatnam

Copy to: The Chief Engineer, M/s N.T.P.C., Visakhapatnam

Copy to: The Chief Engineer, M/s N.H.A.I., Marripalem, Visakhapatnam

## **VISAKHAPATNAM PORT AUTHORITY ENGINEERING DEPARTMENT**

### **PERCENTAGE - TENDER FOR WORKS**

I /We hereby Tender for execution for Board of Trustees of the Visakhapatnam Port Authority of the works specified in the Tender memorandum within the time specified in such memorandum at the rates specified therein and in accordance in all respects with the specifications design and instructions in writing referred to in Rule - 1 hereof and in clause - II of the conditions of contract and with such materials as are provided for by end in all other respects in accordance with such conditions so far as applicable.

### **MEMORANDUM (GENERAL DESCRIPTION)**

- a) Name of the work: : Providing maintenance of **250 LPH** capacity **R.O plants installed** at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months).
- b) Estimated Cost : **Rs. 1,58,497 /-**
- c) Earnest Money : **Rs.3,200/-**
- d) Security Deposit : 10% of the contract amount
- e) Percentage to be deducted from bills towards Security Deposit } 10% of the gross bill amount will be recovered towards S.D. from the bills till the entire amount of 10% of the contract value is reached.
- f) Time allowed for the above work from date of written order : 3 (three) months
- g) Maintenance period : 3 (Three) Months

Item No.	Item of Work	Quantity	Unit Per	Rate to be Quotationed	Amount
1	2	3	4	5	6.

CONTRACTOR

-2-

Should this tender be accepted I/We hereby agreed to abide by and fulfil all the terms and provisions of the conditions contained in the pamphlet named "GENERAL DIRECTIONS AND CONDITIONS OF CONTRACT" which have been read by me, read and explained to me so far as applicable, or in default there of to forfeit and pay to the Board of Trustees or its successors in office the sums of money mentioned in the said conditions:

Give particulars and Nos. strike out (a) if no cash security deposit is to be taken

The sum of **Rs.3,200/- ( Rupee Three thousand and two hundred only)** is deposit with the Financial Adviser and Chief Accounts Officer (Port Authority) and full value of which is to be absolutely forfeited by the Board or its successors in Office, without prejudice to any other rights or remedies of the said Board or its successors in office, should I / We fail to

Strikeout (b) if any Cash Security Deposit is taken

Receipt attached as Earnest Money (A) the

commence the work specified in the above memorandum of should I / we not deposit the full amount of SECURITY DEPOSIT specified in the above memorandum in accordance with Clause I (a) of the said conditions of Contract, otherwise the said sum of **Rs.3,200/- ( Rupee Three thousand and two hundred only)** shall be retained by Government as on account of such SECURITY DEPOSIT as aforesaid or (b) the full value of which shall be retained by BOARD on account of the SECURITY DEPOSIT specified in Clause I (b) of the said conditions of contract.

Signature of contractor before submission Dated the \_\_\_\_ day of \_\_\_\_\_ of tender.

Signature of witness to Contractor's Signature

Witness:

Address:

Occupation:

The above tender is hereby accepted by me on behalf of the Board of Trustees of Visakhapatnam Port Authority.

Signature of the Officer by whom accepted. Dated the ----- day of -----

**CHAIRMAN**  
**VISAKHAPATNAM PORT AUTHORITY**

The common seal of the BOARD OF TRUSTEES of the Port of Visakhapatnam has been affixed in the presence of Sri -----  
CHAIRMAN of the BOARD OF TRUSTEES has signed on behalf of the Board in the presence of.

**VISAKHAPATNAM PORT AUTHORITY**  
**ENGINEERING DEPARTMENT**

**SCHEDULE ' A'**

Schedule showing (approximately) the materials to be supplied by the Visakhapatnam Port Authority Board under Clause – 10 of the General Conditions of Contract to be executed and the rates at which they are “ to be charged for ”.

**NAME OF WORK:-** Providing maintenance of **250 LPH** capacity **R.O plants installed** at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months).

SL. No.	Description of materials	Approx. quantity	Unit	Rate at which the materials will be charged to the Contractor	Place of delivery
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- NIL -

CONTRACTOR

**EXECUTIVE ENGINEER(WEST)**

Note: Visakhapatnam Port Authority will not supply water, cement, steel required for the work for both permanent and temporary works and the contractor himself shall procure the same. The procurement of cement and steel shall be made as per the "Additional conditions regarding supply and procurement of cement and steel".

**VISAKHAPATNAM PORT AUTHORITY**

**ENGINEERING DEPARTMENT**

**Tender Inviting Authority: Chief Engineer, Visakhapatnam Port Authority**

**Name of Work:** Providing maintenance of **250 LPH** capacity **R.O plants installed** at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months).

**Contract No:**

<b>BIDDER NAME:</b>			<b>Excess (+)</b>	<b>0.00</b>	<b>%</b>	
<b>SCHEDULE 'B'</b>						
Sl. No.	Description of work	No.or Qty.	Unit	Estimated Rate		AMOUNT Rs. Ps
				Figure	Words	
1	Providing comprehensive annual maintenance of 250 LPH capacity R.O plant by inspecting authorized technical person monthly once and to attend the following maintenance for smooth functioning of plant so as to maintain the treatment of water as per the standards, based on status of plant. Complete plant maintenance (A to Z) Includes changing of micron filters, Membrane 4040CPA2 units, required quantity of anti scan dosing chemical of approved brand, UV lamp, carbon bags, sand bags, filter feed pumps as required and as directed by Engineer – in – charge, complete. All labour, materials and tools. For 13 Nos RO plants at various location	03	Months	31,499.00	Rupees Thirty one Thousand and Four Hundred Ninety Nine only	94,497.00
a)	Membrane of approved brand (expecting during three months period) For 13 Nos RO plants at various location	05	Nos	12,800.00	Rupees Twelve Thousand and Eight Hundred only	64,000.00
The Amount put to tender						<b>1,58,497</b>
Quoted Rate in Words						<b>Rupees one lakh Fifty Eight thousand and Four hundred Ninety Seven only</b>
The Percentage Excess/Less over Amount put to Tender.....%						

**CONTRACTOR**

**EXECUTIVE ENGINEER(WEST)**

VISAKHAPATNAM PORT AUTHORITY  
ENGINEERING DEPARTMENT

NAME OF WORK: :- Providing maintenance of **250 LPH** capacity **R.O plants installed** at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months).

**SPECIAL CONDITIONS**

1. All materials and workmanship shall conform to the appropriate Indian Standard Specifications, published by the Bureau of Indian Standards (BIS) latest versions as applicable, specifications given in the Schedule "B" (schedule of quantities and rates) of the contract and special conditions. Standards issued elsewhere may be used if approved by the Engineer-in-charge for those items of work only for which appropriate

- Indian Standards do not exist. Necessary testing charges, if any, shall be borne by the contractor.
2. The Contractor is responsible for taking precautionary measures for the safety of the lives of the mazdoors working under him and the responsibility arising due to any mishap during the execution of work, the payment of any compensation etc. lies entirely on the part of the Contractor.
  3. The notice inviting Tenders and General Conditions etc., shall form part of contract.
  4. All the rules and regulations governing the Visakhapatnam Port Authority shall be applicable.
  5. Any damages caused to Port property either directly or indirectly shall be made good by the Contractor at his own cost.
  6. The decision of Engineer-in-charge is final in case of any technical clarification.
  7. All defective works pointed out by the Engineer-in-charge shall be rectified by the contractor at his cost.
  8. The percentage excess / less over total schedule amount shall be required to be typed at the end of the schedule- 'B' by the contractor.
  9. No sales tax will be paid on account of the work.
  10. The work should be completed within **3 (three months)** from the date of issue work order.
  11. It is the responsibility of the Contractor to see that the job entrusted is done expeditiously with safety and in time. A penalty of  $1/2$  % will be levied for every week of delay subject to maximum of 10% on the total value of the contract. In this connection, the decision of Chief Engineer is final. Time is the essence of the contract.
  12. The VPA reserves the right to withdraw any item of Tender or to cancel the subject Tender without assigning any reason.
  13. Statutory deductions will be made from the bills.
  14. Payment will be made according to the actual quantities of work ordered and carried out as measured by the Engineer-in-Charge. The rate entered in the contract shall be valid for any extent of variation of quantity of each individual item subject to total contract value does not get altered by more than 30%.
  15. Any additional work required, should be carried out with the prior approval of CE / VPA or his authorized representative and will be paid extra as per mutually agreed upon.
  16. The Standard VPA conditions, which are not mentioned, are also applicable to this work.
  17. The Contractor has to follow the norms of IMS as the VPA is adhering to Quality management system (ISO 9001-2014), Environmental management system (ISO 14001-2014) and Occupational health & safety assessment series (OHSAS 18001-2007) for their activities.
  18. The rates quoted in the schedule-B are excluding GST, GST will be paid as per norms.
  19. The contractor / Firms while quoting Tender shall note that, no post Tender negotiation will be held with the L-1 Tenderers, except in exceptional cases, whenever it is found necessary.
  20. any forged / fake documents are submitted by the Tenderers, the management reserves the right to forfeit the EMD/SD besides their business dealings with VPA will be banned.
  21. No claim will be entertained for fluctuation in market rate of any labour, materials on transportation etc., during the period of contract.
  22. No escalation clause will be entertained at any stage of the contract.
  23. The contractor shall be liable for authenticate verification of work men engaged in the work including obtaining proof of Aadhar Cards etc.,
  24. The contractor shall engage experienced/ skilled workmen at the site.



25. The contractor shall ensure that all their construction plant and equipment to be employed on the work site is in safe and fully efficient working condition and arrange for carrying out required tests from time to time and submit certificates of such tests carried out according to safety regulations and ensure proper maintenance of the plant and equipment
26. The contractor shall ensure availability of appropriate personal protection equipment such as safety helmets, safety shoes, gloves, life saving equipment nose guard, ear plugs, safety harness, goggles to their employees /works etc and ensure PPEs by their employees/workers etc., while carrying out the works
27. **METHOD OF MEASUREMENT:**  
Standard Method: Unless stated or billed otherwise, quantities shall be measured in accordance with the Indian Standard code of practice for Measurement of Civil Engineering works I.S. 1200. The rates entered in the contract shall include whatever allowance is considered by the contractor to be necessary for waste, working area, construction slopes, batters etc.
28. Joint measurement of extras:  
  
In the event of the contractor having to execute any work or provide any material in regard to which he may propose to claim extras, he shall immediately notify the Engineer-in-charge in writing and shall make arrangements to take the measurements of the said work or materials with the Engineer-in-charge.
29. The work will be done during working hours and to continue the work if necessary as per the direction of the Engineer-in-Charge.
30. It is responsibility of the contractor to see that the job entrusted to him is done expeditiously with safety and in time.
31. Either the Contractor or his authorized representative should be present at site of work at all times to receive instructions from the department and to implement the same.
32. Regular inspection of the site by the contractor / technical engineer / supervisor is required so as to plan execution of the work. Accordingly the contractor has to quote the percentage excess / less over the amount put tender.
33. The useful materials obtained from the dismantled materials are to be handed over at Port General Stores or at the place shown as directed by the Engineer-in-charge at no extra cost to the department.
34. If the dismantled materials / debris etc., are not removed as per the instructions of the concerned officer/ their representative a penalty of Rs.100/- per day shall be levied.
35. The Tenderers are expected to carefully inspect the site of work and study the site conditions before Tendering for this work and no claim whatsoever will be entertained at a future date arising out of local working conditions and clarifications given by the department.
  
36. Before commencement of the earth excavation works the contractor shall obtain approval of the Engineer-in –charge for the alignment marked at site of work. Clearance shall also be obtained with regard to non-interference of optical fiber cables of information technology network and electrical cables of Mechanical and Electrical Engg. Dept.
37. The Contractor shall abide by all statutory regulations, labour rules, insurance, safety codes, P.F. contribution, Minimum wages act in force and as applicable during execution of the contract and obtaining clearance from Visakhapatnam Port Trust and relevant authorities as and when required.

38. The Contractor should observe the prohibitory rules and regulations in force at the time of work and as revised from time to time and cause no obstructions or hindrance to the department work.
39. Visakhapatnam Port Trust will not supply cement, steel and water.
40. The 2% value of the Tender amount should be paid towards EMD along with submission of Tender. The EMD of 2% will form part of the total security deposit of 10% and only the balance of 8% will be recovered from the running on account bills at the rate of 10% until the balance of 8% is recovered. The Security deposit will be refunded only after satisfactory completion of the work.
41. The contractor or his authorized representative shall invariably sign in the hindrance register which shall be maintained by the concerned division at site of work whenever any hindrance takes place while execution and the same will be reviewed by the Engineer-in-Charge from time to time, to examine the justified reasons for considering extension of time etc.,
42. The contractor shall employ and post full time technical engineer/supervisor as necessary in execution of works as per requirement and as per instructions of Engineer-in-charge.
43. The Port working hours are from 08.30 AM to 1.00PM and from 02.00 PM to 5.30PM. Any work requiring supervision carried out by the contractor beyond working hours and holidays, the contractor shall apply in writing in advance of such work to arrange supervision.
44. GST in respect supply of goods & Services or on works contract as applicable in respect of this contract should be payable by the supplier/service provider/ contractor and port trust will not entertain any claims with effect from 01-07-2017.
45. According to GST Act every dealer is liable to be registered whose aggregate turn over exceeds Rs.20.00 lakhs for supply of goods/services/executing any works contract. Accordingly GSTIN is to be provided for participation in tender and to award the contract
46. The rate to be quoted should be exclusive of GST component and payment will be made against "Tax Invoice" as prescribed under the GST Act/Rules.
47. The supplier/Contractor is required to remit GST as per the "Tax Invoice and file the details in GSTR on or before 10<sup>th</sup> of the subsequent month to enable VPA to claim input tax credit, Otherwise the said tax invoice will be kept pending for payment.
48. All the eligible bidders, who are registered with NSIC/ Ministry of MSME are exempted from payment of EMD amount and Tender Document Cost subject to fulfilling of following conditions.
  - i. The Bidder should invariably submit a request letter claiming "EMD and Tender Document Cost exemption".
  - ii. The Bidder has to submit the self-certified copy of the Registration Certificate Issued by NSIC/Ministry of MSME for the works/ services relevant to the "Subject Tender as per Pre-qualification criteria".
  - iii. The above Registration Certificate should be valid on the date of opening of the Technical bid.
  - iv. The Monetary limit of the Registration certificate shall be more than the "Amount put to Tender". In case the monetary limit of the above Registration Certificate is less than the estimated cost (put to tender), then the above certificate will be treated as invalid for the subject Tender Value.
  - v. In case the Registration Certificate issued by NSIC/ Ministry of MSME is found to be Invalid (date expired) or insufficient monetary limit or irrelevant works or services i.e., other than the tendered works/ services, then the above Registration certificate cannot be considered for exemption of EMD & Tender Document cost and the Bid received with treated as "Bid submitted without EMD and Tender Document Cost", which would attract disqualification under EMD & Tender Document Cost of Tender conditions as mentioned above.

- vi) In case the bid is submitted as an Indian arm of a Foreign Bidder and the eligibility Criteria conditions were met thru foreign company, then the "EMD Exemption & Tender Document Cost cannot be claimed under the MSME status of Indian arm/ Subsidiary.
- vii) Copy of "Application for obtaining NSIC/MSME Registration" of pending renewal of NISC will not be entertained. Such offers will be treated as Offers received without EMD and Tender Document Cost.
49. As the location of work is in prohibited area the contractor shall obtain necessary RFID passes from the Commandant, CISF/VPA through the department for him self, his workers, materials, equipment, and vehicles etc., as per rules in force. In view of security requirements personnel/workers of the contractors shall possess photo identity cards for issue of passes. For this purpose, photo identity cards issued by the contractors are also valid. For the contractors/authorized personnel requiring such photo identity cards on a long-term basis, same will be issued by the Port, CISF as per rules in force. The necessary charges for RFID gate passes shall be borne by the contractor
50. Photographs has to be taken for each activity location wise and shall be submitted along with bills by the contractors at his own cost, failing in which bills will not be processed.
51. The contractor must own a cell phone for him and to provide cell phones to all of his Engineers/Supervisors easy communication from time to time.

**CONTRACTOR**

**EXECUTIVE ENGINEER(WEST)**

**VISAKHAPATNAM PORT AUTHORITY  
ENGINEERING DEPARTMENT**

**UNDERTAKING**

I am aware of the General Directions and conditions of contract works on percentage tender and additional conditions including amendments issued from time to time

of the Civil Engineering Department, Visakhapatnam Port Trust. I will abide by them whenever works are entrusted to me and will sign them at the time of agreement without questioning . Also , I will not claim anything extra for the reason that they are not supplied along with tender papers.

SIGNATURE OF THE CONTRACTOR

NAME: ADDRESS:

VISAKHAPATNAM

DT.

CONTRACTOR

**VISAKHAPATNAM PORT AUTHORITY**  
**ENGINEERING DEPARTMENT**

NAME OF WORK: Providing maintenance of **250 LPH** capacity **R.O plants installed** at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months)

**DECLARATION No. 1**

The conditions contained in the NIT were perused and it was understood that is the condition relating to GST is concerned it was mentioned as follows:

“According to GST ACT every dealer is liable to be registered whose aggregate turn over exceeds Rs.20 lakhs for supply of goods/services/executing any work contract accordingly GSTIN is to be provided for participation in tender and to award the contract”.

I the authorized signatory of the bidder do, hereby declare and confirm that I have read and understood the NIT conditions as such I am conscious about the consequences and implication of GST on the subject work. I further declare that I am well aware of the guidelines being issued by the Govt. of India regarding GST from time to time and also the applicability of the rates and the likely variation of the same in future either upwards or downwards under the GST regime in respect of the works in VPA. I am also aware that I am bound by the policy of the Govt in this regard.

I therefore hereby undertake and declare that I shall be liable to pay any amounts payable towards GST unconditionally without any demur and in this regard I hereby authorize VPA to recover or deduct such sum of GST from the amounts as per rules payable to Me/Our firm. I declare that the authorization hereby given is irrevocable and shall be binding on me as well as my successors, agents or person claiming any amount on my behalf.

SIGNATURE OF THE CONTRACTOR/ FIRMS

NAME

ADDRESS

St: Visakhapatnam

Dt:

VISAKHAPATNAM PORT AUTHORITY  
ENGINEERING DEPARTMENT

NAME OF WORK: Providing maintenance of **250 LPH** capacity **R.O plants installed** at various locations of Visakhapatnam Port for the period from March 2024 to May 2024 (03 months).

**DECLARATION No.2**

**Table 1: Anti- Profiteering**

**Section 171(1) CGST Act 2017:**

Any reduction in rate of tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient (VPA) by way of commensurate reduction in prices.

Sr. No.	Item description	Discount on account of anti-profiteering clause.	Remarks whether owing to reduction in tax rates or owing to accrual of additional input tax credits

**Table 2: GST Detail**

Sr. No.	Item description	HSN / SAC code (as applicable)	Erstwhile Tax Rates(Excise Duty, Service Tax, VAT/CST) including entry tax and any other tax subsumed in GST	Applicable GST (CGST+S GST) UTGST	Applicable GST%

Availing of Input tax credit \_\_\_\_\_

Vendor (Supplier of goods/service provider) to note and ensure timely receipt of goods and tax invoices in VPA as per GST Law.

Benefit on account of Input Tax Credit (ITC) shall be passed on to VPA (Yes/No)\_\_\_\_\_

Signature of Authorized signatory  
Name of supplier / service provide

