



## **Instructions to Bidders**

1. The agency shall visit the site to understand the nature and type of works prior to submitting the tender.
2. The quantities indicated in the Tender are approximate.
3. The dimensions and quantities given in the BOQ are indicative only. The actual quantity and dimensions at site may increase or decreased. Payment shall be made on the basis of actual work carried out and certified by the joint measurement of the contractor and HIMSR officer in charge.
4. The agency should have valid License / Registrations whichever are applicable by law and required for providing services mentioned in this tender.
5. The tender is not transferable.
6. The agency must bid for whole quantity. Partial bidding will not be accepted and will not be considered for further process.
7. Assigning or Subletting full or any portion of the contract shall not be allowed under any circumstances.
8. The bidder must quote the prices strictly in the matter as indicated in the document, failing which tender is liable for rejection. Conditional tender will be rejected.
9. The quoted prices should include all applicable taxes and other applicable charges related to providing services mentioned in the tender.
10. Price quoted will be disproportionately high or very low. Therefore the quoted bid will be liable for rejection.
11. HIMSR does not bind to accept the lowest or any tender and reserves the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons thereof. HIMSR may finalize the agency based on the criteria which deemed to be fit as per HIMSR requirements.
12. Direct or indirect canvassing in any form is strictly prohibited.