

Annexure – 01

TECHNICAL BID

TENDER FORM FOR HIRING OF SUPPORTING STAFF THROUGH OUTSOURCING FOR AT HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH AND ASSOCIATED HAH CENTENARY HOSPITAL.

(Fill in Block Letters)

1.	Cost of tender	Rs.5,000/- only (Non-Refundable)
2.	Due date of tender submission	11.06.2026 (up to 02:00 PM)
3.	Time and date of Tender Opening	As decided by the Competent Authority
4.	Earnest Money	Rs.5,00,000/- (Refundable/Adjustable)
5.	Security money	Rs.20,00,000/- minimum or as decided by the Competent Authority (Refundable/Adjustable)
6.	Term of contract	One year may be extended further on a mutually agreeable basis
7.	Name, address of Firm / Agency and Telephone No	
8.	Registration number of the Firm/Agency	
9.	Please specify as to whether tenderer is a sole proprietor /partnership or company	
10.	Name & Telephone No of the partner/Director should be specified	
11.	Name, Designation, Address and Telephone No of Authorized Person of Firm /Agency to deal with	
12.	PAN	
13.	TAN	
14.	GST	
15.	E.S.I no (With latest return challan copy) E.P.F. No (With latest return challan copy)	
16.	License No Under Contract Labor (R&A) Act Validity	
17.	Details of earnest money deposit (EMD)	Amount: Demand Draft No: Name of Issuing Bank:
18.	Average Turnover Certificate attested by CA of last three financial years	

19.	List of Previous and Current Clients	
20.	List of Manpower	

Declaration by the Tenderer

This is to certify that I/We before signing this tender have and fully understood all the terms and conditions and instructions contained herein and undertake myself/ ourselves to abide by the said terms and conditions.

Place.....

Date.....

Contractor's Sign & Seal

Name

Designation

Annexure – 02

PRICE BID UNDERTAKING

From: (Full name and address of the Bidder):

To,

Dear Sir/Madam,

1. I/We _____ (name) submit the Price Bid for _____ (Tender name/no.) _____ and related activities envisaged in the Bid document.
2. I/We have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I/We offer to work at the rates as indicated in the price bid.
4. I/We undertake that I /We have carefully studied all terms and conditions of the tender and shall abide by them. Further, it is certified that I/We have never been blacklisted by any Govt. /PSU Department.

Signature Name of Authorized Signatory

Annexure - 03

**TENDER ACCEPTANCE LETTER
(To be given on Company/Firm Letter Head)**

Date: _____

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender/Work: _____

Dear Sir/Ma'am,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / We shall abide hereby by the terms / conditions / clauses contained therein.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
4. In case any provisions of this tender are found violated, then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full earnest money deposit absolutely.

Signature of Authorized Signatory Name

Place: _____

Phone No: _____