

Not Transferable
Security Classification: Non-Security



बैंक नोट पेपर मिल् इण्डिया प्रा. लिमिटेड
BANK NOTE PAPER MILL INDIA PVT LIMITED
JV of SPMCIL - A Govt. of India Enterprises & BRBNMPL - A Subsidiary of RBI

TENDER ENQUIRY FOR SUPPLY OF PREPAID GIFT CARDS AT BNPM, MYSURU

This tender document contains 17 pages

Tender Enquiry No.	BNPM/OTE/PREPAID GIFT CARDS/0625/2022-23
Tender issuing date	25.11.2022
Due date & time for bid submission	09.12.2022 at 14:30 hrs
Date & time of bid opening	09.12.2022 at 15:30 hrs.
Mode of bid submission	Offline (Two bid sealed envelope)

The tender documents is issued to

M/s _____ Address: _____ _____

Registered & Corporate Office:
Administrative Building
Gate 1, Paper Mill Compound
Note Mudran Nagar, Mysuru - 570 003
Telephone No. 0821 - 2401 111

E-mail: scm.tender@bnpmindia.com

Website: www.bnpmindia.com



SUPPLY OF PREPAID GIFT CARDS AT BNPM PLANT, MYSURU

LIST OF CONTENTS

<u>Section</u>	<u>Description</u>		<u>Page Nos</u>
I	Notice Inviting Tender	Enclosed	3 to 4
II	Terms & Conditions	Enclosed	5 to 7
III	List of Requirements	Enclosed	8
IV	Eligibility Criteria	Enclosed	9
	Declaration (Annexure A - C)	Enclosed	10 to 13
V	Price Bid Format	Enclosed	14 to 15
VI	Bidder Proforma	Enclosed	16 to 17

SECTION I - NOTICE INVITING TENDER

Bank Note Paper Mill India Private Limited (BNPM) is a joint venture company between Bharatiya Reserve Bank Note Mudran Private Limited (A wholly owned subsidiary of Reserve Bank of India) and Security Printing and Minting Corporation of India Limited (100% owned by Government of India), incorporated for setting up & manufacturing of bank note papers at Mysuru.

- Two part sealed tenders are invited by BNPM from eligible bidders for Supply of following goods for its office located at Note Mudran Nagar, Mysuru - 570003.

Schedule No.	Brief Description of Goods	Quantity (with unit)	Earnest Money Deposit	Remarks
1	Supply of prepaid gift cards	337 Nos	Not Applicable	Refer Section – III for detailed requirements

Type of Tender (Two Bid / PQB / EOI / RC / Development / Indigenization / Disposal of Scrap / Security item etc.	Two Bid System (Part-I Techno-commercial bid & Part-II Financial /Price Bid)
Date of Sale of tender documents	From 25.11.2022 during office hours
Price of the Tender Document	Not applicable
Place of sale of tender documents	Bank Note Paper Mill India Private Limited, Administrative Building , Paper Mill Compound, Note Mudran Nagar, Mysuru 570 003.
Closing date and time for receipt of tenders	09.12.2022 at 14:30 hours
Place of receipt of tenders	Administrative Building, Bank Note Paper Mill India Private Limited, Paper Mill Compound, Note Mudran Nagar, Mysuru - 570 003.
Time and date of opening of tenders	09.12.2022 at 15:30 hours
Place of opening of tenders	Administrative Building, Bank Note Paper Mill India Private Limited, Paper Mill Compound, Note Mudran Nagar, Mysuru - 570 003.
Nominated Person / Designation to Receive Bulky Tender (Clause 21.21.1 of GIT)	Shri B P Singh, Assistant General Manager/ Ms. Shiva Sharma, MGR (SCM), Administrative Building, Bank Note Paper Mill India Private Limited, Paper Mill Compound, Note Mudran Nagar, Mysuru - 570 003

- Quotation should be submitted to the offices of the BNPM, super subscribed as "**Tender for Supply of Prepaid Gift Cards at BNPM, Mysuru**". The quotation shall be submitted as follows:-

SECTION I - NOTICE INVITING TENDER

a) Envelope -1 (Technical Bid) shall contain the following:-

- i. Copy of Company's registration / Certificate of incorporation/Partnership Deed/Any other registration certificate (as applicable).
- ii. Copy of PAN Card.
- iii. Copy of GST Certificate.
- iv. Declaration as per Annexure-A on company's letter head duly signed & with company seal to be submitted.
- v. Declaration as per Annexure-B on company's letter head duly signed & with company seal to be submitted.
- vi. Declaration as per Annexure-C on company's letter head duly signed & with company seal to be submitted.
- vii. Detailed catalogue/brochure of offered product.
- viii. (Technical/Commercial) Deviations, if any.
- ix. Copy of the blank tender document without any reference to price duly signed & company seal affixed on all pages.

b) Envelope -2 (Price Bid) shall contain the following

- i. Duly filled Price Bid as per format enclosed in Section-V with tender document.

Both the envelopes shall be put in one envelope and super subscribed "**Tender for Supply of Prepaid Gift Cards at BNPM, Mysuru**".

3. Receipt of Tender:

BNPM is not responsible for any postal delay and quotation shall not be accepted after due date and time. The sealed envelope may also be dropped in the "Tender Box" kept in the corporate office of BNPM, after taking the endorsement at our inward section at reception. Tenderer may visit the site and obtain full details and discuss the related issues with concerned officer during working hour between (1000hrs to 1730hrs) on any working day before submitting their bid. Further, Tenderer must satisfy himself about all the details required to fill the tender before quoting. Ignorance in this regard at later stage will not be entertained. Any query/clarification may be addressed to scm.tender@bnpmindia.com. All pages of tender documents, and other supporting documents shall be duly stamped, signed & submitted by the tenderer, as a token of having read and accepted all the terms & conditions.

4. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organization, the tenders will be sold/received/ opened on the next working day at the appointed time.
5. The tender documents are not transferable.
6. BNPM reserves the right to reject any or all the bid(s) without assigning any reason thereof. Tenders can be rejected on national security ground.
7. Tenderers should quote their prices and rates both in figures and in words. No blank spaces shall be left. All erasures and corrections made while filling up the tender document shall be initiated by the tenderer.

SECTION II – TERMS & CONDITIONS

TERMS & CONDITIONS

1. **Terms of Payment:**

100% payment shall be made against delivery of material and required documents at BNPM, Mysuru. Statutory deductions as applicable will be deducted from the gross bill amount.

Note: Bank account details shall be submitted along with the invoice.

2. **Delivery Period:** The material should be supplied within a maximum period **15 days** from the date of award of LOI/contract by BNPM. Time is the essence of this contract. No delay in delivery shall be accepted / entertained.

3. **Delivery Terms:** It is responsibility of the supplier to arrange packing & forwarding, transportation, transit insurance and supply the material on F.O.R – BNPM, Mysuru basis only.

4. **Evaluation Criteria:**

i. At first stage, techno-commercial bid (Envelope-1) will be opened and evaluated by the competent committee/authority with reference to the parameters prescribed in the tender document. Subsequently, in the second stage the financial bids (Envelope-2) of only technically acceptable offers as decided in first stage shall be opened for further scrutiny and evaluation. Intimation regarding opening of financial bids shall be given to acceptable tenderers to enable them to attend the financial bid opening, if they so desire.

ii. The method of evaluation of bidder for awarding the contract shall be on **overall lowest (L-1) effective price** (i.e. overall price quoted by the bidder for all the items less GST) quoted by the bidder on F.O.R – BNPM, Mysuru basis.

5. **Delay or Non Delivery:** Time is essence of the contract and completion of delivery dates agreed to are binding on the seller. In the event the seller is not able to supply as per the delivery schedules given by BNPM, Purchaser will have right either to cancel the order without prejudice to any other rights or to make purchase from an alternate source at the risk and cost of the seller.

In case of rejection and failure to replace goods, the order will be treated as incomplete and we may cancel the order and will arrange to purchase the goods from elsewhere at your risk and cost and the Purchase Order / LOI on you will be cancelled and action taken as per the order terms.

6. **Risk Purchase Clause:** If the supplier fails to abide by the terms and conditions of the contract/agreement, or fails to supply the material as per the delivery schedule or any time repudiates the contract,

Procure the tendered item / render service from other agencies at the risk and cost of the supplier. The cost difference between the alternative arrangement and existing contract value wherein default has been made will be recovered from the supplier along with the other incidental charges.

SECTION II – TERMS & CONDITIONS

In case of procurement through alternative sources, if procurement price is lower than the existing contract value wherein default has been made, in such case no benefit on this account will be passed on to the supplier.

7. **Liquidated Damages:** If the supplier fails to deliver any or all of the goods within the time frame(s) incorporated in the contract, BNPM shall, without prejudice to other rights and remedies available to BNPM under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% (Half) percent of the delivered price of the delayed goods for each week of delay or part thereof until actual delivery, subject to a maximum deduction of 10% of the delayed goods' contract price(s).
8. **Force Majeure:** In the event of any unforeseen event directly interfering with the supply of stores arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Contractor shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Unless otherwise directed by BNPM in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.
9. **Fore-Closure Clause:** If at any time during the continuation of this contract, the use of material ordered in this contract is completely banned or due to drastic change in Government policy its use as, raw material is discontinued or is declared hazardous to public health or cause rising to civil commotion, epidemics, wide-spread strikes and 21 days' notice of such eventualities is given by purchaser to the seller, the seller without any right to enforce the contract, will agree to the fore-close the performance of balance portion of this contract and in that event no claim for damages or loss will be lodged against the purchaser.
10. **Settlement of Disputes through Arbitration:** All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the work or after their completion except accepted matters shall be settled through arbitration process as per the Arbitration & Conciliation Act, 1996. The venue of arbitration shall be Mysore, Karnataka.
11. **Tender Evaluation and award of work:** Bids will be evaluated as per the terms and based on responsiveness taking into account all relevant factors. While the lowest offer will generally be criteria, BNPM reserves the right to reject any offer including the lowest one if the same is not conforming to its norms. The decision of BNPM in this regard will be final.

SECTION II – TERMS & CONDITIONS

12. **Legal Jurisdiction:** The Courts of Mysore (Karnataka State) shall alone have jurisdiction to decide on any legal matter of dispute whatsoever arising out or in respect of the contract.
13. **Rights of Rejection:** BNPMIPL reserves the right to reject any or all the applied bids without assigning any reason whatsoever. The enquiry can be rejected on national security grounds.
14. **Bid Validity:** The bid shall remain open for acceptance for a period of **90 days** from the date of opening of the tender.
15. The acceptance of the tender document will rest with the Owner, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tender's received without assigning any reason thereof.

All the above terms and conditions have been read, understood and accepted by me.

(Authorized Signatory)

Name of the Person

Signing the Document: _____

Designation: _____

Seal with address: _____

Address of local office: _____

SECTION III – LIST OF REQUIREMENTS

LIST OF REQUIREMENTS

S No	Item Details	Unit	Quantity												
1	<p>PREPAID GIFT CARDS (PHYSICAL CARDS)</p> <p>Requirements:</p> <p>a. Preload value:</p> <p>i. Rs. 2,000/- per card for 165 No's.</p> <p>ii. Rs. 1,000/- per card for 172 No's.</p> <p>b. The pre-paid cards should preferably be packed in a box/envelope containing instructions on card usage.</p> <p>c. Validity of card – 1 year from date of activation.</p> <p>d. Cards are to be supplied in 2 lots, once in December 2022 & other lot in June 2023. Approx. denomination wise quantity per lot is as given in below table:</p> <table border="1"><thead><tr><th>Lot Details</th><th>Rs. 1,000/-</th><th>Rs. 2,000/-</th></tr></thead><tbody><tr><td>Lot-1 (Dec'22)</td><td>97</td><td>99</td></tr><tr><td>Lot-2 (Jun'23)</td><td>75</td><td>66</td></tr><tr><td>Total</td><td>172</td><td>165</td></tr></tbody></table>	Lot Details	Rs. 1,000/-	Rs. 2,000/-	Lot-1 (Dec'22)	97	99	Lot-2 (Jun'23)	75	66	Total	172	165	Nos	337
Lot Details	Rs. 1,000/-	Rs. 2,000/-													
Lot-1 (Dec'22)	97	99													
Lot-2 (Jun'23)	75	66													
Total	172	165													
	<p>Features:</p> <p>a. The pre-paid card should be non-reloadable.</p> <p>b. The physical pre-paid card can be a direct usage card (or) transfer to e-wallet/e-pay and use type card.</p> <p>c. The prepaid cards should have facility for multiple transactions (i.e. split and use).</p> <p>d. The pre-paid cards should be enabled with features to ensure secure transactions across merchant POS outlets, online portals, transfer to e-wallet/e-pay etc.</p> <p>e. The pre-paid cards/e-wallet/e-pay should be widely accepted viz. e-commerce, bill payments, POS/online payments etc.</p> <p>f. The pre-paid gift card should not be brand based (i.e. to spend on a particular brand / brand vouchers etc.).</p>														

SECTION IV - ELIGIBILITY CRITERIA

Eligibility Criteria: The prospective bidders should have the following eligibility criteria and should submit the documents as mentioned below.

Category	Eligibility Criteria	Documents required in support of eligibility criteria
General	<p>b) Bidder* (Individual/ firm/ company/ corporate / LLP / HUF / limited company) intending to bid should be bonafide, experienced, technically competent, resourceful and financially sound to carry out the assigned order.</p> <p><i>*Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade)</i></p>	<p>Company's registration / Certificate of incorporation/Partnership Deed/Any other registration certificate (as applicable).</p> <p style="text-align: center;">(AND)</p> <p>Declaration as per Annexure-B on company's letter head duly signed & with company seal to be submitted.</p>
	c) Bidder should have valid GST registration certificate	Copy of GST certificate.
	d) Bidder should have valid PAN card	Copy of PAN card.
	e) Bidder should have not been blacklisted / debarred by BRBNMPL/ SPMCIL/ BNPMIPL/ Government of India.	Declaration as per Annexure-A on company's letter head duly signed & with company seal to be submitted.
	f) Bidder should submit bid security declaration	Declaration as per Annexure-C on company's letter head duly signed & with company seal to be submitted

SECTION IV - ELIGIBILITY CRITERIA

ANNEXURE - A

Tender No. BNPM/OTE/PREPAID GIFT CARDS/0625/2022-23 Dated 25.11.2022

Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (The Registered Committee constituted by the Department for Promotion of Industry and Internal Trade)

- I) Bidder means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms, or companies), every artificial judicial person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person participating in a procurement process.
- II) "Bidder from a country which shares a land border with India" for the purpose of this order means:-
 - a) An entity incorporated, established or registered in such a country; or
 - b) A subsidiary controlled through entities incorporated, established or registered in such a country, or
 - c) An entity substantially controlled through entities incorporated, established or registered in such a country, or
 - d) An entity whose beneficial owner is situated in such a country; or
 - e) An India (or other) agent of such an entity; or
 - f) A natural person who is a citizen of such a country; or
 - g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- III) The beneficial owner for the purpose of (iii) above will be as under :-
 - 1) In case of a company or limited liability partnership, the beneficial owner is the natural person (s), who, whether acting alone or together, or through one or more judicial person, has a controlling ownership interest or who exercise control through other means.

Further explanation:

- a) "Continuing ownership interest" means ownership of or entitlement to more than twenty five per cent of shares or capital or profits of the company;
- b) "Control" shall include the right to appoint majority of the director or to control the management or policy decision including by virtue of their shareholding or management rights or shareholder agreements or voting agreements;
- 2) In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;

SECTION IV - ELIGIBILITY CRITERIA

- 3) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- 4) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- 5) In case of a trust, the identification of beneficial owners(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership

IV) An agent is a person employed to do any act for any another, or to represent another in dealings with tired person.

V) The successful bidder shall not be allowed to sub contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

vi) A bidder is permitted to procure raw material, components, sub-assemblies etc. from the vendors from countries which shares a land border with India. Such vendors will not be required to be registered with the competent authority, as it is not regarded as sub-contracting.

vii) However, in case a bidder has proposed to supply finished goods procured directly/indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the competent authority.

I have read the above clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I hereby certify that M/s is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s fulfills all requirements in this regard and is eligible to be considered.” (Where applicable, evidence of valid registration by the Competent Authority shall be attached)

I, the undersigned, declare that the item **PREPAID GIFT CARD** originate in
(Name of the country).

Signature _____

Name-----

Designation-----

Date-----

Stamp of the Organization-----



SECTION IV - ELIGIBILITY CRITERIA

ANNEXURE - B

Tender No. BNPM/OTE/PREPAID GIFT CARDS/0625/2022-23 Dated 25.11.2022

(To be submitted on the letterhead)

DECLARATION

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. I hereby certify that M/s is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that M/s fulfills all requirements in this regard and is eligible to be considered." (where applicable, evidence of valid registration by the Competent Authority shall be attached)

I, the undersigned, declare that the item originate in (Name of the country).

Signature _____

Name-----

Designation-----

Date-----

Stamp of the Organization-----

SECTION IV - ELIGIBILITY CRITERIA

ANNEXURE -C

Tender No. BNPM/OTE/PREPAID GIFT CARDS/0625/2022-23 Dated 25.11.2022

(To be submitted on the letterhead)

BID SECURITY DECLARATION

We, the undersigned, declare that we will automatically be suspended from being eligible for bidding in any tender with Bank Paper Mill India Private Limited, Mysore for the period of 12 months, if we are withdrawing our Bid during the period of bid validity (or) fail / refuse to furnish the performance security / execute the contract, if awarded.

Signature _____

Name-----

Designation-----

Date-----

Stamp of the Organization-----

SECTION V - PRICE BID

BANK NOTE PAPER MILL INDIA PRIVATE LIMITED

TENDER NOTIFICATION: BNPM/OTE/PREPAID GIFT CARDS/0625/2022-23 Dated 25.11.2022

SCOPE OF WORK: SUPPLY OF PREPAID GIFT CARDS AT BNPM, MYSURU.

Name of the Firm											
Sch No	Description of goods	HSN Code	Qty (Nos)	Unit Price (incl. of P&F, Insurance & Freight Charges) (INR)	Discount offered per card	Basic Unit Price (incl. of P&F, Insurance & Freight Charges) (INR)	GST@ _____% Amount (INR)	Total Basic Unit Price (incl. of P&F, Insurance, Freight & GST) (INR)	Input GST Credit (INR) {GST amount (if appl.)}	Effective Basic Unit Price (₹)	Total Effective price incl. of P&F, Insurance, Freight (F.O.R, BNPM, Mysuru) (INR)
			A	B	C	D=(B-C)	E=D*%	F=(D+E)	G=E	H=(F-G)	I=(H*A)
1	PREPAID GIFT CARDS (VALUE FOR Rs. 2,000/- VOUCHER)		165	2,000.00							
2	PREPAID GIFT CARDS (VALUE FOR Rs. 1,000/- VOUCHER)		172	1,000.00							
3	CARD ISSUANCE / ACTIVATION / OTHER CHARGES (IF ANY)		337								
Total effective price of goods (incl. of freight, P&F & any other charges) - in figures (INR)											
Total price of goods (incl. of freight, P&F, any other charges & GST) - in figures (INR)											



SECTION V – PRICE BID

Method of evaluation: The method of evaluation of bidder for awarding the contract shall be on **overall lowest (L-1) effective price** (i.e. overall price quoted by the bidder for all the items less GST) quoted by the bidder on F.O.R – BNPM, Mysuru basis.

1. We confirm that the quoted price is inclusive of all statutory levies, duties, freight, packing & forwarding, handling, loading/unloading, insurance and all other charges for delivery at BNPM, Note Mudran Nagar, Mysuru and is firm.
2. We confirm that the quoted prices will remain firm and there would not be any price escalation during the supply period.
3. We confirm that we will abide by all the tender terms & conditions.
4. We confirm that we understood the scope of supply before quoting the price.

Note:

1. Quotations not properly filled, mutilated or generally not complying with the conditions may be rejected.
2. In case of any discrepancies in unit price & total price, unit price(s) only shall be considered and total price shall be calculated accordingly.

Thanking you,

Yours faithfully,

(.....)

Seal

Name & Signature with date



SECTION V – PROFORMA

PROFORMA OF TECHNO-COMMERCIAL BID FOR SUPPLY OF PREPAID GIFT CARD

From
Company Name,
Address.

Date:

To
The Assistant General Manager,
Bank Note Paper Mill India Private Limited,
Administrative Building, Gate 1, Paper Mill Compound,
Note Mudran Nagar, Mysuru-570 003.

Dear Sir,

SUB: Part-I: Techno-Commercial Bid for Supply of Prepaid Gift Cards at BNPM, Mysuru

Ref: Your Tender No: BNPM/OTE/PREPAID GIFT CARDS/0625/2022-23 Dated 25.11.2022.

We have received your tender enquiry cited and we are pleased to enclose the following as our technical bid for your kind consideration.

A. FIRM's BIO DATA

1	Name of the applicant / organization and address of the registered office/business office.	
2	Type of the organization (whether Sole Proprietorship / Partnership / Private Limited / Limited or Cooperative Body etc.).	
3	Name of the Proprietor / Partners / Directors of the Organization / Firm as the case may be.	(a) (b) (C)
4	Details of Registration - (whether Partnership firm, Company etc.) - Name of Registering Authority, Date, Registration No etc.	
5	(a) GST NO (b) PAN NO	
6	Contact representative of firm	Name: _____ Contact no: _____ Contact mail: _____

SECTION V – PROFORMA

B. CONFIRMATIONS

1. We confirm that we have quoted exactly for the tendered product as per your specifications given and will supply the tendered product in numbers as per the delivery schedule and strictly as per your specifications.
2. We have separately given our Price bid offer exactly as per format “Annexure II” in a sealed cover.
3. We confirm that there would not be any price escalation during the supply period.
4. We confirm that we will abide by all the tender terms & conditions. As required, we enclose herewith the complete set of copy of Tender documents (including Terms & Conditions) duly signed by us with seal affixed as a token of our acceptance.
5. We have not been blacklisted/ debarred by BNPM/ Bharatiya Reserve Bank Note Mudran (P) Limited(BRBNMPL) / Security Printing & Minting Corporation of India Limited (SPMCIL) or any Govt. Departments for participation in the tender.

Thanking you,

Seal

Yours faithfully,

Name & Signature with date