

**CIN - U40108CT2003SGC015820**

**GST. No. 22AADCC5773E1ZX**

**CHHATTISGARH STATE POWER TRANSMISSION COMPANY LIMITED, BHILAI**  
 (A Govt. of Chhattisgarh Undertaking) (A Successor Co. of CSPC)

Office of C.E.(Communication & Telemetry) CSPTCL, Bhilai, Dist- Durg, C.G.

E-mail [ID-cecntcsptcl.bhilai@cspc.co.in](mailto:ID-cecntcsptcl.bhilai@cspc.co.in)

**Website:-www.cspc.co.in**

**NOTICE INVITING TENDER**

Sealed tenders are invited from experienced & eligible outsourcing agencies for deployment of 04 Nos Computer Operators & 05 Nos Peon for C&TM Dn Bhilai ,Korba, Bilaspur, Raipur & O/o CE(C&TM) Bhilai ,through outsourcing for a period of one year.

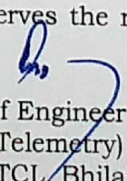
**Details of persons required are as below :-**

Sl No	Tender Sp. No.	Particulars	Qty	E.M.D	Tentative Cost	O/o
1.	603/10.09.20 20	Computer Operator For i. O/o CE(C&TM),Bhilai ii. O/o EE(C&TM)Dn.,Bhilai iii.O/o EE(C&TM)Dn. Raipur	01 No 01 No. 02 nos.	16500/-	16.50 lakhs	CE(C&TM) )Bhilai
		Peon For i. O/o CE(C&TM),Bhilai ii. O/o EE(C&TM)Dn.,Korba iii. O/o EE(C&TM)Dn.,Bilaspur iv. O/o EE(C&TM)Dn.,Raipur	01 no 02 nos. 01 no. 01 No.			
Last Date & Time of Sale of Tender			13.10.2020		15.00 Hours	
Last Date & Time of Submission of Tender			14.10.2020		15:00 Hours	
Date & Time of Opening of Tender			14.10.2020		15:30 Hours	

- (i) Tender documents can be purchased from the office of the undersigned on payment of Rs. 1120/- (GST @ 12% included) on or before 13.10.2020 up to 15:00 hrs(**non refundable**) in the form of DD in favour of (RAO), CSPTCL, Raipur (C.G.), payable at Raipur accompanied with firm's application on its letter head bearing details of :- Firm's name, Vender No (in Chhattisgarh State Power Companies Ltd.) if any, address phone No. GSTIN No. and should be duly signed by Proprietor/Authorized representative.
- (ii) The tender document can also be down loaded from official website of CSPTCL ([www.cspc.co.in/csptcl](http://www.cspc.co.in/csptcl)) and required tender fee of **Rs. 1180/- (Cost of tender Rs 1000/- & GST @ 18% Rs 180/- non refundable)** in form of DD in favour of (RAO), CSPTCL, Raipur (C.G.) payable at Raipur (C.G.) should be enclosed along with EMD should be submitted. The details of DD should be mentioned on the outer side of the envelope-I also. Please note carefully that in absence of aforesaid requisite tender fee & EMD in envelope-I, bids shall not be considered for further evaluation. The bidders are requested to keep themselves in touch with this office/ visit our website regularly to keep themselves updated with any amendment/ change in terms and condition of tender.

The tender in the prescribed tender form with earnest money should be dropped in the tender box up to 15:00 Hrs. on or before 14.10.2020. The tenders, duly filled, shall be accepted up to 15:00 Hrs. on the due date. The techno-commercial bids shall be opened at 15:30 Hrs on the due date in presence of those bidders who choose to be present. In case of holiday declared by the government on the scheduled date, the last date for submission and opening of tender will automatically be transferred on next working day. Offers without earnest money will be rejected.

The Chief Engineer (Communication & Telemetry) CSPTCL, Bhilai reserves the right to reject the tender partially or fully without assigning any reason whatsoever.

  
 Chief Engineer  
 (Communication & Telemetry)  
 CSPTCL, Bhilai

**Note:-**

- (i) Any notice for extension of due date of tender opening shall not be published in Newspaper. It will be displayed only on official website of the company.

**SCHEDULE-I**  
**GENERAL TERMS AND CONDITIONS OF THE TENDER**

Sealed tenders are invited from the eligible /experienced outsourcing agencies for deployment of 04 Nos Computer Operators & 04 Nos Peon for C&TM Dn Bhilai ,Korba Bilaspur,Raipur & O/o CE(C&TM) Bhilai ,through outsourcing for a period of one year, from the date of commencement of contract.

1. Offer must be submitted in sealed covers addressed to the Chief Engineer(C&TM) CSPTCL, Bhilai, with the name of work, due date of opening and the name of the bidder super scribed on the cover/envelopes.
2. One firm/ contractor shall submit only one offer/tender. If more than one offer is found Power Transmission Co. Ltd. will have right to reject any or all his/her offer(s) without assigning any reason and EMD may be forfeited.
3. Bidders are required to furnish Earnest Money amounting to **Rs. 16500** /- (**Rs Sixteen Thousand Five hundred only**), in form of demand draft/pay order/Banker' s Cheque (Cheque will not be accepted) in favour of **(RAO), CSPTCL, Raipur C.G.**, drawn on any Govt. or scheduled bank at Raipur only.  
**No interest shall be paid on the Earnest Money.**
4. a) The tenders shall be submitted in the office of the CE(C&TM) CSPTCL, Bhilai on or before **14/10/2020** up to 3.00 PM only and will be opened on the same day at 3.30 PM. Tender offers received without Earnest Money will not be considered.

**Submission of Bid:-**

b) Envelope-I : In the first envelope the required Earnest Money Deposit in proper form should be enclosed and it must be super scribed clearly as Tender name and No., EMD with amount, due date of opening, and name of firm with address telephone/mobile numbers for contact and addressed to the Chief Engineer(C&TM)CSPTCL, Bhilai. In case, the tender has been downloaded from CSPTCL's official website, the cost of tender document in the form of MICR/DD in favour of (RAO), CSPTCL, Bhilai should be submitted along with the tender in EMD envelope. In absence of same, the tender shall not be opened.

c) Envelope-II : The second envelope should be super scribed as "Technical & Commercial Bid," Tender No., due date of opening, and name of firm with address, telephone/mobile numbers for contact and addressed to " The Chief Engineer(C&TM)CSPTCL, Bhilai". This envelope must contain all the documents in original issued from this office except the price bid. If the firm wishes to enclose any other supporting documents the same must be duly signed on each page and should be in envelope number -II only.

d) Envelope-III :The third envelope should be super scribed as "Price Bid" Tender name and No. due date of opening, and name of firm with address, telephone/mobile number for contract and addressed to "The Chief Engineer(C&TM)CSPTCL, Bhilai" This envelope must contain only the price bid in original issued from this office which is attached with the tender documents.

e) All the three envelopes will be enclosed in a 4<sup>th</sup> envelope with super scribed as "Tender No. and Due date i.e. date of opening of tender and Name of the firm with complete address, phone & mobile numbers for contact and must be addressed to "The Chief Engineer(C&TM)CSPTCL, Bhilai.

5. First of all, envelope of Earnest Money will be opened and verified. If this is found in order, then only second part of the tender i.e. technical & commercial bid of tender will be opened

and finally the price bid of the successful Bidders shall be opened. If found necessary the price bid may be opened on later date for which new date & time will be intimated accordingly.

6. The Earnest Money will be refunded to un-successful Bidder within the reasonable time. The Earnest Money deposited by the successful Bidder will be released after finalization of tender, but shall be forfeited, if the contractor fails to execute the contract after intimation of the acceptance of his bid.
7. This forfeiture shall be without prejudice to the right of the Power Transmission Co. Ltd. to recover further damages, if any, from the tender.
8. The successful bidder will be required to deposit 10% amount of the contract price as security deposit in the form of FDR pledged in favor of RAO, CSPTCL, Raipur payable at Raipur & valid up to scheduled completion date of contract plus eight months.

OR

The contractor shall furnish a bank guarantee from a nationalized/scheduled bank for an amount of 10% (ten percent) of the value of the order as a contract security. This bank guarantee shall be kept valid for a period exceeding the scheduled completion date by two months with claim period of further six months. In the event of extension of contract period, the validity of the bank guarantee shall be suitably extended on stamp paper worth Rs. 250/- or as per the prevailing legal requirements/ any other amount as per the C.G. State Stamp Duty Act in the prescribed form of CSPTCL.

*No interest shall be paid by CSPTCL on the security deposit.* In case of non-fulfillment of contractual obligation by the contractor the security deposit shall be forfeited. The FDR/BG shall be pledged/submitted within 30 days from date of issue of work/order.

9. Bidders must fill up complete tender form and should submit in original duly signed all pages by the competent person of the firm. The document should be free from over writing. Any tender not bearing the signature in all the documents accompanying the tender shall be liable for rejection.
10. Bidders should submit copy of following documents:-
  - (a) Income Tax details along with PAN Card
  - (b) GSTN Registration
  - (c) EPF Registration
  - (d) In the event of order the contractor shall submit Labour license and copy of employee security insurance in respect of person engaged against instant tender, within 30 days from issuance of work order. If, above documents are not submitted in the office of OIC, the bills shall not be passed.
11. The bidders shall furnish Income tax clearance certificate and Return filed with competent authority for last 03 years with the tender document. The CSPTCL reserves the right to reject any tender if the income tax clearance Certificate or not submitted.
12. Bids which do not fulfill all or any of the above conditions or incomplete in any respect are liable to be rejected.
13. The submission of a bid by the bidders implies that he has read and accepted the instructions, the conditions of the contract etc. and has made himself aware of the scope of the work to be done and local conditions and other factors affecting on the execution of the work.
14. After acceptance of rates the CSPTCL, will not pay any extra charges for any reasons whatsoever even in case the contractor represent at later stage that he/she has misjudged/ not understood the terms and conditions of contract.

15. **Rates:** The bidders are required to quote their profit over and above base rates. Base rates (inclusive of EPF, ESI, and Bonus) are given at serial no. 15 "BASE RATES" of schedule-II of tender specification. The profit should be quoted both in words & figures at column-5, of the PRICE BID (schedule-III) .In case of deviation of rates in figures and words, rates quoted in words shall prevail.
- The contractors must quote his profit in multiple of Indian rupees on and above the base rate. Profit quoted zero or in paisa or in decimal or in percentage shall not be accepted.
16. It shall not be obligatory for the CSPTCL or its officer to accept the lowest tender. The authority for the acceptance of the tender will rest with the CSPTCL, which does not bind itself to assign any reason for declining to consider any particular bid or bids.
17. Further, information required (if any) can be obtained from the office of the Chief Engineer(C&TM)CSPTCL, Bhilai during working hours.
18. All matters arising out of or any way connected with this contract shall be deemed to be settled in competent court of law at Durg only.
19. The tender received after the due date and time shall not be accepted/ opened. CSPTCL will not be responsible for delay.
20. The CSPTCL reserves the right to accept/reject any tender without assigning any reason thereof.
21. As per requirement, any time the quantity indicated in schedule – III may increase or decrease by giving one week notice but the quoted rate shall remain firm. The same will be binding on the contractor and will not have any claim for the quantity altered.
22. These conditions of tender shall form part of the contract and any breach of the terms of this notice shall be deemed to be a breach of the contract.
23. The validity of the offer must be minimum 120days from the date of the opening of price bid.

  
**CHIEF ENGINEER(C&TM)**  
**CSPTCL, BHILAI**

**SCHEDULE – II**  
**SPECIAL TERMS & CONDITIONS**

**1. QUALIFICATION FOR THE BIDDERS :-**

- (a) The Bidder should have GST Registration no.
- (b) The Bidder should have valid labour license issued by Labour Department Govt. of C.G. for providing services of similar nature of work.
- (c) The Bidder should be registered with E.P.F. Commissioner and have valid EPF registration number.
- (d) The Bidder should have ESIC registration certificate.
- (e) The Bidder should have executed at least single order of similar nature valuing not less than **Rs. 4.95 lakh** during last three years i.e. year, 2017-18 and 2018-19,2019-20.
- (f) The firm should have minimum Average Annual Turn over of **Rs 24.75 lakh** for the last three years i.e. year, 2017-18 and 2018-19,2019-20.

The documentary evidence in support of (a), (b), (c), (d), (e) & (f) above shall be submitted along with tender.

**2. QUALIFICATION:-**

- (i) Computer Operator should have minimum educational qualification of graduation in any subject (who have passed stenography course will be preferred) and DCA/ PGDCA from recognized institution. Hindi & English typing on computer with a speed of 5000 key depression per hour.
- (ii) Peon should have minimum educational qualification of 8th Class pass.
- (iii) All the deployed computer operators and peon should be of minimum 18 years of age.

*You are required to submit all the relevant documents regarding Educational Qualification in respect of computer operators/peon for verification to the OIC of the work.*

**3. DUTIES AND WORKING TIME:-**

**Computer Operator:-** The computer operator staff have to do data punching work and other computer related work (s) during office time and as desired by the officer under whom he/she will work. The computer operator/staff having knowledge of Hindi/English typing/stenography with minimum qualification of graduate degree preferably with DCA/PGDCA and should be able for computer operation in MS-Word, Excel, etc., for analytical work. Similarly the operator staff with knowledge of typing stenography may have to take dictations and do other works as instructed to them. The computer operators should maintain the office confidentiality and in case of leakage of any information, the concerned computer operator will be removed immediately and contract may be terminated. Normal Office working hours of deployed computer operator is 10.30 AM to 5.30 PM but he/she will be required to work even in late hours also, if situation warrants.

**Peon:-** Normal Office working hours of deployed peon is 10.30 AM to 5.30 PM but he/she will be required to work even in late hours also, if situation warrants and have to do other works as desired by the officer under whom he/she will work.

**4. DURATION OF CONTRACT:-**

The contract shall be for the period of one year from the date of its commencement of work. The Contract may be extended for further six month/one year, if required, on the same rates, terms and Conditions of the original order based on the satisfactory performance of the agency. The offered/ accepted rate shall not be increased/ negotiated during the extended period also, however Minimum Wages as declared by the Labour Commissioner shall be revised accordingly.

5. **PAYMENT TERMS:-**

The payment shall be made within a reasonable time for the work actually executed by the contractor through monthly Bills. CSTPCL's GST Registration no. is 22AADCC5773E1ZX. Bills submitted for payment should invariably contain GSTIN of CSPTCL and GSTIN of contractor at appropriate place. The contractor should submit bills in quadruplicate along with proof of depositing **EPF, ESI and paid wages slip** to the Officer In-charge for further necessary action and release of payment. No interest on overdue payment shall be made to the contractor under any circumstances.

The payment to computer operators & peon shall be made through Bank only within 10day's followed by next calendar month, proof of which shall also be submitted to O.I.C. along with Monthly Bill. The payment (against the order wherein contract period is 01 year or more) against monthly bills shall be released after retaining 8.33% (Eight point Three three percent) of amount towards Bonus. However, payment in the head Bonus @8.33% will be made in two installments only on production of documentary evidence towards payment of bonus to workers duly authenticated by officer in charge of the work.

The contractor shall furnish particular of PF/EPF account details in respect of employee(s) engaged. The bill submitted for payment should invariably contain the proof of depositing PF/EPF and other contributions in favour of each computer operators & peon failing which the bill shall not be accepted for passing. During the period of contract and extension thereof (if any), minimum wages as declared by labour commissioner shall be paid and revised time to time accordingly.

6. **DEFECTS IN WORK:-**

In case the computer operators engaged for the work is not up to the working level as desired by the concerned officer under whom they are working, the same shall be informed to the contractor and in such case the contractor shall engage suitable substitute in place of him/her.

7. **OFFICER IN CHARGE :-**

- The Officer in charge of the work will be;
- i) The EE O/o (CE(C&TM) ,CSPTCL,Bhilai .
  - ii) The EE (C&TM)Dn,CSPTCL Bhilai.
  - iii) The EE (C&TM)Dn,CSPTCL Korba.
  - iv) The EE(C&TM)Dn.,Raipur.
  - v) The EE(C&TM)Dn.,Bilaspur.

8. **GOODS AND SERVICE TAX :-**

GST @18% is payable extra on contract price. Accordingly, the contractor is required to be registered under GST Act-2017 and proof to have registered under GST Act-2017 may be furnished.

9. **INCOME TAX :-**

Income Tax at source as per Govt. rule will be deducted from the gross amount of each bill for which TDS may be issued once in a financial year from Accounts department on request as per rule.

10. **RULE AND REGULATIONS :-**

All relevant Labour Laws and Regulations i.e. payment of Minimum wages, valid labour license, EPF, E.S. Insurance, Service tax etc. shall be strictly followed by the Contractor. In case of violation of law the contract may be terminated and disciplinary and legal action will be initiated which may include forfeiture of security deposit.

11. **JURISDICTION :-**

Any dispute or difference, arising under out of or in connection with contract shall be subject to exclusive jurisdiction of competent Court of Durg(CG) only.

12. **PENALTY :-**

Penalty will be imposed for the days of absence of the deployed computer operators & peon. Deduction of Penalty will be made towards the absence of the deployed persons @1.5 times of per day salary per person on pro-rata basis.

13. **MISCELLANEOUS :-**

Any changes due to change in policy announced by the State/Central Govt. will be applicable and shall be binding on the contractor for which no separate charges will be payable.

14. **PRICE BID :-**

The price bid is to be submitted in prescribed format only as per Schedule-III. The base charges that to be paid by contractor will be variable depending upon rate declared by Labour Department from time to time. However the Rate quoted over & above base charges in price bid shall be FIRM throughout contract period which will include profit as per Scope of work. This quoted rate will remain fixed for the entire contract period & extension period, (if any). While quoting the rate bidder shall keep in mind that in case contract for additional period is awarded to them at their quoted rates they would be bound to accept the contract on same rate, terms and conditions.

Taxes and duties shall be paid extra by CSPTCL at actual. The offer with the rates given in any form / Proforma, other than that mentioned in Schedule-III shall be liable for rejection.

15. **BASE RATES:-**

The contractor must quote his profit in multiple of Indian rupees on and above the base rate. **Profit quoted zero or in paisa or in decimal or in percentage shall not be accepted.** Base rate is indicated below:-

Sl. No.	Particulars Of Payment Head	Rate per month per Computer Operator at Bhilai	Rate per month per Peon at Bhilai	Rate per month per Peon at Korba	Rate per month per Peon at Bilaspur	Rate per month per Computer Operator at Raipur	Rate per month per Peon at Raipur
1	Daily wages including variable DA	11590	9380	9120	9120	11590	9380
2	EPF@13%	1506.70	1219.40	1185.60	1185.60	1506.70	1219.40
3	ESI @3.25%	376.67	304.85	296.40	296.40	376.67	304.85
4	Bonus @ 8.33% of Rs 7000/- or 8.33 % of min. wages fixed by Govt whichever is higher	965.44	781.35	759.69	759.69	965.44	781.35
5	Total (Base rate)	<b>14438.81</b>	<b>11685.60</b>	<b>11361.69</b>	<b>11361.69</b>	<b>14438.81</b>	<b>11685.60</b>
	<b>Say Rs.</b>	<b>14439/-</b>	<b>11686/-</b>	<b>11362/-</b>	<b>11362/-</b>	<b>14439/-</b>	<b>11686/-</b>

The rates quoted above are based on the prevailing minimum wages declared by the Labour Department, Govt. of C.G., Raipur at the time of opening of Tender including all the Mandatory payments e.g. EPF, Insurance, Bonus. However, the quoted rate shall be escalated at the time of revision of minimum wages declared by the Labour Department, Raipur in following manner :-

Escalated Price per month per computer operator =  $R + 1.1836 \times (L2 - L1)$   
(Applicable from the date of revision of minimum labour wages)

R = Monthly rate quoted by the Bidder for computer operator

L1 = Monthly minimum computer operator/Peon wages for computer operator/Peon declared by Labour department, Raipur prevailing at the time of opening of tender.

L2 = Monthly minimum computer operator/Peon wages revised for computer operator/Peon declared by Labour department, Raipur.

*In case, the lowest rate is quoted by more than one firm, then successful bidder among the lowest bidders shall be decided on the basis of lottery. Lottery will be drawn in presence of representatives of the firms. After drawl of lottery no any claim shall be entertained from any of the bidder. A form of undertaking annexed with the tender is to be signed by the bidder necessarily in this respect.*

**16. SECURITY DEPOSIT:-**

The successful bidder will be required to deposit 10% amount of the contract price as security deposit in the form of FDR pledged in favor of RAO, CSPTCL, Raipur payable at Raipur & valid up to scheduled completion date of contract plus eight months.

OR

The contractor shall furnish a bank guarantee from a nationalized/scheduled bank for an amount of 10% (ten percent) of the value of the order as a contract security. This bank guarantee shall be kept valid for a period exceeding the scheduled completion date by two months with claim period of further six months. In the event of extension of contract period, the validity of the bank guarantee shall be suitably extended on stamp paper worth Rs. 250/- or as per the prevailing legal requirements/ any other amount as per the C.G. State Stamp Duty Act in the prescribed form of CSPTCL.

No interest shall be paid by CSPTCL on the security deposit. In case of non-fulfillment of contractual obligations by the contractor the security deposit shall be forfeited. The FDR/BG shall be pledged/submitted within 30days from date of issue of work/order.

The Security Deposit shall be refunded after having completed the contract satisfactorily and issue of no dues / liability certificate by the OIC of the work.

**17. AGREEMENT:-**

On award of contract, the contractor has to enter into an agreement with the Company for total contract period on a Non judicial stamp paper worth Rs. 300.00 (Three Hundred) only along with Rs.1.00 revenue stamp. The cost of the stamp paper and revenue stamp is to be borne by the contractor. The period of contract may be increased or decreased for which there will no additional compensation payable to the contractor.

Execution of agreement & submission of Security Deposit should be completed within 30days from date of issue of order.

**18. TERMINATION OF CONTRACT:-**

The work order / contract can be terminated at any time by either side on giving 15 days notice in advance without assigning any reason whatsoever. In such cases, either party will not be responsible for any loss/ compensation/ profit of the contractor.

**19. EVALUATION OF BID:-**

Lowest bidder (L-1) shall be evaluated on the basis of the total value of contract calculated on quoted rate for total quantity of the tender i.e. for the amount works out to deployment of 04 Nos Computer Operators & 05 Nos Peon for all C&TM Dns. & O/o CE(C&TM) Bhilai, through outsourcing for a period of one year. All amounts should be rounded off to two decimal places.

  
**CHIEF ENGINEER(C&TM)**  
**CSPTCL, BHILAI**



**SCHEDULE-III**

**PRICE BID**

TENDER SPECIFICATION NO. 02-18/CE(C&TM/ Tender/ 603 Dated 10/09/2024  
 SUB: Deployment of 4 Nos Computer Operators , 05 Nos Peon for C&TM Dn  
 Bhilai, Korba, Bilaspur, Raipur & O/o CE(C&TM) Bhilai ,through  
 outsourcing for a period of one year.

Sr No	Particulars	Qty. (nos.)	Base Rate Per month Per person (Rs)	Contractor's profit Per month Per person in Rupees in figures & words both
1	2	3	4	5
1.	Computer Operator at Bhilai	02	14439/-	Rs-----/- (Rs.....)
2.	Computer Operator at Raipur	02	14439/-	Rs-----/- (Rs.....)
3	Peon at Bhilai	01	11686/-	Rs-----/- (Rs.....)
4	Peon at Raipur	01	11686/-	Rs-----/- (Rs.....)
5.	Peon at Korba	02	11362/-	Rs-----/- (Rs.....)
6.	Peon at Bilaspur	01	11362/-	Rs-----/- (Rs.....)

**Note:**

- 1) The Rates quoted in Percentage will not be considered.
- 2) Rate should be exclusive of GST.
- 3) In case of any deviation on rates in figure and words, rates quoted in words shall prevail.
- 4) **Profit quoted zero or in paisa or in decimal or in percentage shall not be accepted.** It should be quoted in multiple of Indian Rupees.

Date.....

Bidder's signature: \_\_\_\_\_

Name & Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Firm's Seal

- a) OFFICE ADDRESS \_\_\_\_\_  
 WITH PHONE/FAX \_\_\_\_\_
- b) HEAD OFFICE \_\_\_\_\_  
 WITH PHONE/FAX \_\_\_\_\_

**UNDERTAKING**

I/We ..... Proprietor/Partner of (name of firm)  
.....hereby undertake that in case lowest rate is quoted by more  
than one firm then I/We shall have no objection in deciding successful bidder among the lowest  
bidder on the basis of lottery. Once the successful bidder is determined through lottery, I/We will  
honor the same and not lodge any claim on any matter in respect of this tender.

Place :

Date :

Signature of tenderer.....

Name (in full) .....

Status in the firm .....

Seal of the firm.....

**DETAILS OF FIRM:-**

*All the bidders are required to fill-in following proforma preferably supported with a cancelled cheque.*

Name Of The Firm & Address	
Name of Proprietor	
Mobile No.	
Email Address	
PAN No.	
GSTIN (Registration no.)	
Bank Details:-	
A. (Bank name with Address)	
B. A/C No.	
C. IFSC	
D. Bank MICR Code.	
Description of Business	
Vender No. (If created in CSPTCL)	

**Bidder's Signature with seal**