



# KARNATAKA STATE SOUHARDA FEDERAL COOPERATIVE LTD, BENGALURU

A Co-operative Statutory Body

"Souharda Sahakari Soudha", No.68, 18th Cross, Margosa Road, Malleswaram,  
Bengaluru-560 055, Ph : 080-23378375-80, website : [www.souharda.coop](http://www.souharda.coop),

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## **TENDER DOCUMENT FOR PROCUREMENT OF STATIONERY, PRINTING AND GENERAL ITEMS Cost of the Tender Document**

1	Tender document download start date	09 October 2025 at 11.30 AM.
	Last Date of tender Submission	17 October 2025 at 03.00 PM.
2	Date of Opening of Bid	17 October 2025 at 04.00 PM.
3	Tender Cost	25 Lakhs
4	Tender Document Fee	Rs 500/-
5	EMD Amount	Rs.25,000/- (Mode payment of DD Or NEFT/RTGS)
6	Place of Opening of Tender	Souharda Sahakari Soudha, No.68, 18 <sup>th</sup> Cross, Margosa Road, Malleshwaram, Bengaluru - 560055.

### **NOTICE INVITING TENDER FOR PROCUREMENT OF STATIONERY, PRINTING AND GENERAL ITEMS**

Karnataka state Souharada Federal Cooperative Ltd., Bengaluru invites sealed tenders in single cover System for supply of STATIONERY, PRINTING AND GENERAL ITEMS. Interested vendors may download the tender document from [www.souharda.coop](http://www.souharda.coop). The complete tender should reach Karnataka State Souharda Federal Cooperative Ltd., last date by 03.00 PM on 17.10.2025.

#### **SECTION- I**

#### **SCOPE OF WORK**

Supplying of STATIONERY, PRINTING AND GENERAL ITEMS items as specified in the description of items under listed in Form-5(A&B)&C.

#### **1.1. Period of Contract:**

Under normal circumstances the contract shall be valid for a period of **Two Year** from the date of issue of work order. However contract may be renewed for further period upon mutual consent of both the parties on existing terms and conditions. It will be entirely at the discretion of The Managing Director, Karnataka state Souharda Federal Cooperative Ltd., to extend it or not.

#### **1.2. Quantity & estimated cost:**

Estimated quantity of items required is mentioned in the Description of Items: Form-5(A&B)& C, however it should be clearly noted that KSSFCL shall place the order only as per the actual requirements from time to time. The estimated value of the work will be Rs.25,00,000/- (Twenty Five Lakh only) (including GST and all tax)

### **1.3. Supply Requirements:**

The supply of items shall be made to KSSFCL Head office and Division Office within 5 (Five) working days of purchase order. KSSFCL will have the authority to place order for supply of items beyond office hours and on holidays, for which, no additional payment will be made to KSSFCL office.

## **2.INSTRUCTIONS TO BIDDERS**

### **(2.1) MINIMUM ELIGIBILITY CONDITIONS**

#### **Bidders should-**

- (a) Firm engaged in supplying Stationery and general items having its capacity to supply to the office of KSSFCL Bengaluru, Location within 3 working days of the placement of Purchase order. (Copy of Registration certificate as per existing norms, indicating legal status i.e. company/partnership firm/ proprietorship etc.)
- (b) An experienced supplier having good track record (letter by clients) and client satisfaction of supplying the said publication.
- (c) Have a valid Trading License issued by Municipal/ Locals District Council Authorities as applicable.
- (d) Have been registered with GST authorities. (Copy of GST registration certificate to be enclosed).
- (e) Have PAN allotted to him by IT Department (Copy of PAN card to be enclosed)
- (f) Certificate of declaration (Form-8)

### **(2.2) EARNEST MONEY DEPOSIT (EMD):**

A. The bidder shall furnish, as part of the bid, a EMD of Rs. 25,000/- in the form of Demand draft or NEFT/RTGS drawn in favour of Karnataka State Souharda Federal Cooperative Ltd., Bengaluru, Payable at Bengaluru.

### **(2.3) BID OPENING**

B. KSSFCL shall open bids in the presence of bidders or their authorized representative who wish to be present at the time of opening of bids on due date. Authorization letter to this effect shall be submitted by the bidder before they are allowed to participate in bid opening.

C. If the Technical Bid is found complete in all respect, then only Financial Bid will be opened, otherwise the financial bid will be returned to the bidder without opening it.

### **(2.4) PURCHASER'S RIGHT TO VARY QUANTITIES.**

Quantity given in the financial bid is approximate. It may likely to vary.

### **(2.5) PERIOD OF VALIDITY OF BIDS**

A. The bid shall remain valid for 90 days after the date of opening of bids. A bid valid for a shorter period shall be rejected by KSSFCL as non-responsive.

B. A bidder accepting the request of KSSFCL for an extension to the period of bid validity, in exceptional circumstances, will not be permitted to modify his bid.

### **(2.6) DELIVERY**

The delivery of goods shall be made by the bidder in accordance with the terms specified by KSSFCL in the conditions of contract. The delivery of goods/items should be made within 5 working days from the date of issue of Purchase Order.

The supplier shall warrant that goods to be supplied shall be in full conformity with specifications.

In case the stationery items are not as per specifications, the same will not be accepted. The firm will have to replace the goods as per the actual specifications and requirement. KSSFCL will not be responsible for any loss occurred for this to the firm.

## **SECTION- II**

### **3. GENERAL TERMS AND CONDITIONS**

#### **(3.1) APPLICATION**

Submission of bid against this offer shall bind the bidder for the acceptance of all the conditions specified herein or unless otherwise agreed by KSSFCL

#### **(3.2) EXECUTION TIME LIMIT**

The time period as stipulated in the purchase order or letter of intent shall be deemed to be essence of the contract.

#### **(3.3) PAYMENT TERMS**

A. The bill for the work prepared on the basis of the accepted rates will have to be submitted in favor of KSSFCL

B. The bill raised by the firm should have all tax registration numbers printed on the bill. Validity of the tax registration during the currency period of contract shall be the sole responsibility of the firm.

C. Payment shall be made on receipt of goods against bill for the supply made after the good/items have been checked and accounted and there is no damage/shortage.

D. The payment is released through crossed Cheque against bills and Income Tax and other taxes, if any, shall be deducted against bills submitted.

E. Bills may be submitted within 15 days of supply.

F. No payment is admissible for goods rejected.

G. The prices/rates quoted should be indicated in words as well as in figures and in INR only (including GST and all tax)

H. Tenders are requested to quote their prices on a firm and fixed basis only.

For the entire period of the rate contract. Tenders of the firms received with prices quoted on variable basis shall be rejected straightaway

### **(3.4) TERMINATION OF CONTRACT**

The KSSFCL may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part.

A. If the agency/contractor fails to supply the items with in the period  
(s) Specified and agreed in the contract or any extension thereof granted by KSSFCL.

B. If the agency/contractor fails to perform any other obligation(s) under the contract

C. If the performance is found unsatisfactory due to the negligence of the agency/contractor, depending upon the severity of negligence, KSSFCL reserves the right to blacklist the agency/contractor from further participation in any of KSSFCL tenders/contracts. The decision of NIF- India shall be final in this regard.

### **(3.5) ARBITRATION**

The conflicts or disputes that may arise in relation to the subject, content, interpretation, implementation and enforcement of this agreement will be solved, firstly, by the Monitoring Committee setup jointly for good governance and then, by equity arbitration. If it cannot be solved in a friendly manner, then it shall be submitted to the Courts of Bangaluru.

## **5. SPECIAL TERMS AND CONDITIONS OF THE CONTRACT**

5.1. The special conditions of contract shall supplement the “Instructions to the Bidders” as contained in Section I and General terms and conditions of the contract as contained in section II and wherever there is a conflict, the provisions herein shall prevail over those in section I and General terms and conditions of the contract.

5.2. In case the date fixed for opening of bids is subsequently declared as holiday by the KSSFCL, the revised schedule will be notified. However, in absence of such notification, the bids will be opened on next working day. Time and venue remaining unaltered.

5.3. KSSFCL reserves the right to disqualify such bidders who have a record of not meeting contractual obligations against earlier contract entered into with KSSFCL

5.4. KSSFCL reserves the right to blacklist a bidder for a suitable period in case he fails to honor his bid without sufficient ground.

5.5. No sub-contracting is permissible.

5.6. Conditional bid will not be accepted.

5.7. KSSFCL reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever

and without thereby incurring any liability to the affected bidder or bidders on the ground of purchaser action.

5.8. KSSFCL is not bound to accept the lowest tender or any tender or to assign any reason for rejecting any or all the tenders. It also reserves the right to accept/reject (part/whole) or any other tender(s) at their sole discretion without assigning any reason thereof. Its decision in the matter shall be final and binding.

5.9. The person signing the tender form or any document forming part of the contract on behalf of another or on behalf of a firm shall be responsible to produce a proper power of attorney duly executed in his favor, stating that he has the authority to bind such other person or the firm, as the case may be, in all matters pertaining to the contract including the arbitration clause.

5.10. If the item supplied by the bidder is not found satisfactory or not conforming to the specification, KSSFCL reserves the right at its discretion and without any claim for compensation to the contractor, either cancel the order altogether or modify the quantity ordered. In deserving cases firm may be black listed for failure to comply as per terms.

5.11. Prices shall remain fixed and valid during the period of contract. Vender can apply bid only for stationery and supply or only for printing or for both.

5.12. Quotations qualified by such vague and indefinite expressions such as 'subject to prior confirmation' "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly

5.13. Late/delayed tenders received in KSSFCL due to any reason whatsoever will not be accepted under any circumstances.

5.14. The tender should sign (not initials) at each page of the tender and all its annexures. No page should be removed/detached from the tender document.

**SECTION-III-FORM -4 AGENCY DETAILS**

(Including performance records, financial viability etc.,)

1. Name of agency/company :
2. Owner's name/Managing Director's name :
3. PAN number :
4. Income tax A/C No. & Amount of tax paid during last financial
5. year (proof to be enclosed) :
6. Tin number of the agency/company :
7. Demand draft or NEFT/RTGS details
8. Address of showroom :
9. Telephone/Mobile Nos. :
10. Banker's name & address :
11. Experience (years) :
12. List of major clients (enclose copy of orders/contracts along with items, item details, performance report
13. Any other information/documents which may help KSSFCL in assessing tenderer's capabilities for award of contract

Date:

Authorized Signatory & Seal

Place:

**SECTION-III**  
**FORM-5 (A) PRICE SCHEDULE**  
**(DESCRIPTION OF STATIONARY AND GENERAL ITEMS)**

S. No.	Item	Estimated Quantity	description	Brand Name	Unit Price	GST	Total in Rs
<b>a) Files (Category A)</b>							
1	Box Files	150	No.	NJS-1515/Equal			
2	Box Files(Pity Cash)	50	No.	NJS-1511			
3	Card Board File	1000	No.	As for sample (with KSSFCL logo and print)			
4	Cobra Spring File	500	No.	As for sample (with KSSFCL logo and print)			
<b>b) Other stationery (Category B)</b>							
1	A4 Transparent Sheet	24	Pkt of 100	OHP sheets			
2	All Pin	10pkt	Pktof 70gm	Elephant/ and other			
3	Ball Pen	15000	No.	Reynolds Brite(with KSSFCL logo and print)			
4	Gel Pen	1000	No.	Classmate Octane(with KSSFCL logo and print)			
5	Binder Clip 19mm	5 pkt	Pkt of 12	-			
6	Binder Clip 25mm	15pkt	Pkt of 12	-			
7	Binder Clip 32mm	15pkt	Pkt of 12	-			
8	Binder Clip 51mm	15pkt	Pkt of 12	-			
9	White Cello tape "1	200	No.	Wonder (50M)			
10	White Cello tape "2	50	No.	Wonder(50M)			
11	White n Cello tape "3	50	No.	Wonder(100M)			
12	Brown Cello tape "1	150	No.	Wonder(50M)			
13	Brown Cello tape "2	100	No.	Wonder(50M)			
14	Brown Cello tape "3	200	No.	Wonder(100M)			
15	CD Mailer	50	No.	luxer			
16	CD Marker	60	No.	Faber Castle			
17	CD Pouch with Velcro (Paper based)	500	No.	Best Quality			

18	CD Pouch with Velcro (Plastic based)	500	No.	Best Quality			
14	Cutter	30	No.	Emerald 9Mm Premium Blade			
15	Replaceable Blade for cutter	60	No.	Emerald 9 Mm Baldes (01)			
16	Cutter	30	No.	Emerald 25 Mm Heavy Duty Cutter			
17	Double Side Tape (1inch size)	60	No.	Sony Wonder			
18	Eraser	50	No.	Nataraj			
19	Erezex Liquid	20	No	Kores			
20	Erezex Pen	50	No	Kores			
21	Erezex Tape	3	No	Kores			
22	Fevi Quick	60	No	Fevi Quick (5 g)			
23	Glue Stick	150	No	<i>Fevi Stick 15g</i>			
24	Glue Stick	150	No	Kores 15g			
25	Glue Stick	150	No	Camlin 15g			
26	Fevicol	10	No	200gm			
27	Fevicol	10	No	25gm			
28	Fevicol	10	No	500gm			
29	File Clip (Plastic)	100	No	The Branch			
30	Full Scape Book	50	No.	144 pages with cover, Pabhani Note book MFG.: Sulekhan			
31	Gel Pan	60	No.	Cello			
32	Glue	5	No.	Camlin 150ml			
33	Glue	5	No.	Camlin 300ml			
34	Glue	5	No.	Camlin 700ml			
35	Highlighter	50	No.	Faber Castle			
36	Inkjet Sticker A4 size	5 pkt	Pkt of 100	Oddy			
37	Inkjet Sticker	2 pkt	Pkt of 100	MPL 12			
38	L Folder (Solo LF111)	2000	No.	Solo LF111 (with NIF logo and print)			
39	Mouse Pad	20	No.	Lifetime comfort Pad			
40	Page Marker	50	No.	Corporate			
41	Pencil with rubber tip	50	No.	Camlin Flora			
42	Pencil	200	No.	Nataraj			
43	Pencil Cell AA	75	No.	Duracell			
44	Pencil Cell AAA	50	No.	Duracell			
45	Permanent Marker	25	No.	Camlin			
46	Permanent Marker	25	No.	Faber Castle			
47	Pilot Pen	20	No.	Blue			
48	Punching Machine 500	30	No.	Kangaro			



49	Punching Machine 280	30	No.	Kangaro			
50	Rubber Band Medium & big	10pkt	Pkt	Regular (50 g)			
51	Ruled Register Dx 4 Qr (300 pages)	20	No.	Pabhani			
52	Ruled Register Dx 3 Qr (210-220 pages)	20	No.	Pabhani			
53	Ruled Register Dx 1 Qr (70 pages)	50	No.	Pabhani			
54	Scale 12" steel	50	No.	Darshi/ Elora			
55	Scissor 180mm	40	No.	Claro/ Lords 186mm			
56	Scissor 130mm	10	No.	Claro			
60	Sharpeners	100	No.	Nataraj			
61	Sketch Pen	24	No.	Linc Pens			
62	Stamp pad	20	No.	Faber Castle			
63	Stapler Pin-Big (10/1M)	70	No.	Kangaro			
64	Stapler Pin-Big (24/6)	50	No.	Kangaro			
65	Stapler Pin-Big (23/17H)	2	No.	Kangaro			
66	Stapler-Big (HP- 45)	30	No.	Kangaro			
67	Staplers Pin (10HD)	100	No.	Kangaro			
68	Stapler-Small (10HD)	50	No.	Kangaro			
69	Heavy Duty Stapler (HD 23S17)	5	No.	Kangaro			
70	Strip Patti File	30	No.	NEO			
71	Thumb Pin Box (Plastic coded)	20 pkt	Pkt of 120	Elephant			
74	U Pin Box	10 pkt	Pkt of 10	Elephant			
75	White Board Marker	50	No.	Camlin			
76	Yellow Duster	20	Pkt of 20	Duster			
77	White -Floor Duster	20	Pkt of 20	Floor Duster			
78	Yellow Stick Pad	20	Pkt of 20	2*3 Claro			
79	Yellow Stick Pad	20	Pkt of 20	2*3 Corporate			
80	Inward Register	10	No.	400 Page			
81	Out ward Register	10	No.	400 Page			
82	Tag samll	10	pack				
83	Tag Green Lenth	10	pack				
84	Salary Register	6	No.	200 Page			

**Papers (Category C)**

1	Copier Paper (75 GSM)	750 rim	Rim of 500pages	JK 75 GSM			
2	Glossy paper/ Photograph paper	1 pkt	Pkt of 100	Oddy			
3	Bond Paper (Laid Finish-120 GSM)	2 rim	Rim of 500pages	Bilt-Royal executive bond			
4	Green Legal Paper (80 GSM)	25 rim or 200 pad	Rim of 500pages and pad of 100 sheets	Matrix			
5	Green A4 size paper (80 GSM)	10 rim	Rim of 500pages	Bilt			
6	Blue A4 size paper (80 GSM)	10 rim	Rim of 500pages	Bilt			
7	Pink A4 size paper (80 GSM)	10 rim	Rim of 500pages	Bilt			
8	Yellow A4 size paper (80 GSM)	10 rim	Rim of 500 pages	Bilt			
				<b>Total Amount Form A</b>			

**Note:** KSSFCL prefers to buy ecofriendly and green products and therefore reserve the right to change item specifications in any above items in categories. The vendor shall have to get approval the samples of ecofriendly and green products from NIF authority for the same.

**SECTION-III-FORM-5 (B) PRICE SCHEDULE****DESCRIPTION OF STATIONARY, PRINTING AND GENERAL ITEMS (PRINT ITEMS AS FOR SAMPLE ITEMS)**

S. No.	Item	Specification/Brand	No.s	Unit Price	GST	Total in Rs.
1	Letter Head Colour: Multi Colour Size: 210*297 mm(A/4)	80 gsm Board	500			
2	Envelope(Without window) Brown with Gumming Size: 9.25*4.25 Inch	S.S. Paper 80 gsm and 1	10000			
3	Envelope(With window) Brown with Gumming Size: 9.25*4.25 Inch	S.S. Paper 80 gsm and 1	10000			
4	Envelope(Book Post) Brown Size: 9.25*4.25 Inch	S.S. Paper 100 gsm	10000			
5	Envelope(Cloth Cover) Colour: Multi Colour, Size: A/4	S.S. Paper 80 gsm and 1	1000			
6	Envelope (Cloth Cover) Colour: Multi Colour Size: Legal	S.S. Paper 80 gsm and 1	1000			
7	Folder	Document Folder (Sample) Paper - 300gsm	5000			
8	Visiting Card (Texture) Paper Code - 1616 (lining)	Paper Code - 1616 (lining) 240 gsm (Sample)	5000			
09	Green Envelop-Big Cloth A3	With gumming	3000			
10	Green Envelop-Big Poly A3	With gumming-	3000			
11	Green Envelope-Small Cloth A4	With gumming -	3000			
12	Green Envelope-Small Poly A4	With gumming -	3000			
13	Note Pad	Title on 100gsm Glossy paper, Multi-Color Printing, Inner Pages 80gsm 20 pages	20000			

**SECTION-III-FORM-5 (C) PRICE SCHEDULE**

**DESCRIPTION OF STATIONARY, PRINTING AND GENERAL ITEMS (PRINT ITEMS AS FOR SAMPLE ITEMS)**

S. No.	Item	Specification/Brand (if required Samples collect form Office address)	Pages Including Cover Page	No's	Unit Price (Inclusive GST)	Extra 4 page Price (Inclusive GST)	Total in Rs
01	Swabhimani Sahakari Monthly Magazine	Size: 1/4th crown (20.5 x 25.5cm), Cover Page:130 GSM Art Paper, Inner Page: 90 GSM Art paper Process: 4 Cover page with multi-color printing & 24 pages printing in multi-color, Binding Centre Pinning 2 place, Book 1 Folding, including kraft paper wrapping, address pasting, address shorting Pincode & Districtwise, delivery at post office	4+24 (Sample)	4500			
02	Swabhimani Sahakari Special Magazine	Size: 1/4th crown (20.5 x 25.5cm), Cover Page:130 GSM Art Paper, Inner Page: 90 GSM Art paper Process: 4 Cover page with multi-color printing & 44 pages printing in multi-color, Binding Centre Pinning 2 place, Book 1 Folding	4+44 (Sample)	1000			

### **SECTION-III FORM-7**

#### **SPECIMEN AGREEMENT**

To be executed at the time of entering into agreement before placing order. Each page of this form shall be signed by the bidder for acknowledging that he/she has seen the terms and conditions of the agreement.

#### **AGREEMENT:**

The agreement is made on this \_\_\_\_\_ day of 2025 between M/s. \_\_\_\_\_ herein referred to as the contractor carrying on the business under the name and style of M/s. \_\_\_\_\_ of the one part.

**KSSFCL**, acting through the **Managing Director**, herein after referred to as the other part whereas the said contractor has agreed with the **KSSFCL**, for supply of required items in conformity with the requirements & specifications.

Now this indenture witness that in consideration of the promise, it is mutually agreed and declared between parties hereto as follows.

1. The contractor agrees to undertake to supply the Stationery items and general items as referred in Tender No. .... as per the requirement. This is in respect to their bid letter no. \_\_\_\_\_ dated \_\_\_\_\_ at the rates quoted by contractor. The prices are inclusive of all the levies taxes like sales tax and excise duty freighted.
2. The supply of the Stationery i.e.....which are not in conformity with the requirements/ specifications are liable to be rejected.
3. This contract shall be effective from \_\_\_\_\_ to ..... The Tender is valid for a period of one year from the date of signing of/ opening of the tender. The contract may be extended with the same terms and conditions and rates with the consent of both the parties. The contractor shall execute the Purchase Orders (POs) placed by the concerned Officer with great promptness and satisfaction to the department. The contractor shall agree that the penalty of 0.5 percent (%) of the P.Os shall be imposed for every week's delay or part thereof for a period upto 10 (Ten) weeks and thereafter at the rate of 0.7% of the value of the delayed supply for each week of delay or part thereof for another Ten weeks of delay in complying with the date of delivery of the items for delayed supply and/or undelivered material/supply on each such occasion/default.
4. The security deposit paid by the contractor for due and faithful performance of the contract by the contractor of all and several covenants herein contained of his part to be observed with full power. **The Managing Director** on behalf of KSSFCL will be entitled to appropriate the said sum to any damage, penalties and other sums which the contractor may be required to pay in case the contractor fails to perform /fulfill or to keep and observe all or any of the said conditions of the agreement on his part herein after contained.
5. The security deposit shall be released after two months after successful completion of the work at the end of the contract period including the extended period, if any
6. That all disputes, differences and questions arising out of or in anyway touching or

concerning this agreement or subject matter thereof or the representative rights, duties or liability of the parties shall be referred to the sole arbitration of the Managing Director, KSSFCL or any person nominated by him .The arbitration shall be in accordance with the Arbitration and Conciliation Act, 1996. The arbitrator shall be entitled to extend the time of arbitration proceedings with consent of the parties. No part of the agreement shall be suspended on the ground of pending arbitration proceedings.

7. The Security deposit is liable to be forfeited by the KSSFCL without any prejudice to any other rights and remedies of KSSFCL in case the contractor fails to undertake the contract work, as per the work orders and as per the terms and conditions given in tender schedule during the term of the contract including the extended period if any.

8. That the tender schedule, instructions to the bidders and terms and conditions shall also form part of the agreement. That the contractor acknowledges that he has fully acquainted him with all the terms and conditions and he shall not plead ignorance of the same.

In witness whereof, the contractor has set his hand and KSSFCL has caused for and on his behalf to set his hand, the day and the year first above written.

Signature of the authorized official of the  
authorized official of

Company/Firm

Foundation

Signature:

Name :

Address :

Signature of the

the National Innovation

Signature :

Name :

Address :

**WITNESSES**

1.

1.

**SECTION-III FORM-8**

**CERTIFICATE OF DECLARATION**

I \_\_\_\_\_ Son/Daughter of \_\_\_\_\_ /  
W/O \_\_\_\_\_ R/O \_\_\_\_\_ hereby confirm  
and declare that my/our firm/company M/s \_\_\_\_\_ is not blacklisted  
/delisted or debarred or on Holiday list with any company of Private/Public Ltd. or  
Government Company/Govt. deptt. from participating in the tender as on date.

In case at any stage, it is found that the information given by me is false/ incorrect, KSSFCL  
shall have the absolute right to take any action as deemed fit/ without any prior intimation to  
me.

Sign:

For and on behalf of the Bidder Name :

Position : \_\_\_\_\_

Date : \_\_\_\_\_