

Check List

Tender No.	Tender Date
Tender Description	
(Note: Bidder are requested to fill in the details and tick (/) the relevant option	
1. Name and address of the bidder	
2. Phone No. Office Fax No. E-Mail Address Mobile No.	
3. Name & Designation of the Official of the Bidder to whom all the references shall be made	
4. EMD of Rs.60,000.00 submitted (Clause No. 44of Instruction to Bidders) DD No. Date Name of Bank	Yes / No Place
5. Validity of Offer for three months	Yes / No
6. Experience certificate attached	Yes / No
7. a. Profit & Loss A/c attached b. Balance Sheet Attached (For previous 3 years)	Yes / No Yes / No
8. a. Pan No. b. PAN Card attached	----- Yes / No
9. a. Service Tax Regd. No. b. Certificate attached	----- Yes / No
10. a. PF Registration No. b. Certificate attached	----- Yes / No
11. a. ESI Registration No. b. Certificate attached	----- Yes / No
12. a. Firm/Co.Regd No. b. Certificate attached	----- Yes / No
13. Unpriced Copy of price format (Annexure' A ' & Annexure' B ')	Yes / No

Note: Where ever documentary evidences have been asked for in the tender document, bidder is to furnish copy of the relevant document along with Techno Commercial Officer.

Owner reserves the right to verify any / all documents at any time during pre-award and post award period which bidder will have to produce within specified time failing which or in case of providing incorrect information, Owner reserves right to take action under the provisions of the tender / contract.