

**BHARAT HEAVY ELECTRICALS LIMITED
BHEL ESTATE OFFICE**

**BHEL TOWNSHIP, SECTOR-17
NOIDA- 201301**



Maharatna Company

TENDER DOCUMENT

FOR

**Two year Contract for supply of 20 Litre Drinking Water Bottles in BHEL
Township, Sector-17, Noida.**

**NIT No.-30:AA:NOI:ADMN.: DWB: 112:2017-18
Dated :25.10.2017**

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Last date for Submission: 08/11/2017 at 1500 hrs.



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Ltd.

सम्पदा कार्यालय, सेक्टर -17, नोएडा - 201301(पी.यू.) , भारत
BHEL Township: Estate Office, Sector-17, Noida-201 301 (UP) INDIA
फोन (.का)/ Tel.- 0120-3070956

NOTICE FOR INVITING OPEN TENDER

Sealed tenders are invited in two part bid for the procurement of following item in BHEL Township, Sector-17, Noida.

Title : Two year Contract for supply of 20 litre Drinking Water Bottles in BHEL Township, Sector-17, Noida.

NIT NO. : 30:AA:NOI:ADMN.: DWB: 112:2017-18 **Dated: 25/10/2017**

Tender Cost : Nil

Total Quantity : The estimated Annual requirement could be around 10,000 Bottles i.e. two year requirement will be 20,000 of 20 Litre Drinking water bottles each.

Delivery Schedule : On daily basis after the placement of Purchase Order for Two Years.

DATE OF SUBMISSION & OPENING OF TENDER

Last date for submission of sealed tender at : 08/11/2017 at 1500 Hrs.
Estate Office, BHEL Township, Sector-17, Noida

Date of opening the Tender (Techno- commercial Bid) : 08/11/2017 at 1530 Hrs.

Venue for opening of Tender : Estate Office, BHEL
Township, Sector-17, Noida

The Tender Document may be obtained from the Office of Engineer (HR-TAX), Estate office, Sector-17, Noida free of cost or may be downloaded from BHEL web site (www.bhel.com) or from CPP portal (<http://eprocure.gov.in>). The sealed tenders may be sent either by registered post, speed post, courier or by hand in the Office of Engineer (HR-TAX), Estate Office, Sector – 17, NOIDA – 201301(U.P.) between 9.00 AM to 5.30 PM on any working day till the due date and time i.e. up to 08.11.2017 at 03:00 PM .

(Omender Singh)
Sr. Engineer (HR-TAX)
On behalf of “BHEL”


Omender Singh
Sr. Engineer (HR-TAX)
BHEL Township, Sector-17, Noida

PART 'A' – TECHNO- COMMERCIAL BID

A. INSTRUCTIONS FOR TENDERER:

1. The offer shall be submitted as per the instructions of tender document. Only one set of tender document duly signed by authorized representative of tenderer and signed & stamped on each page shall be submitted as detailed further. Tenderer should note specifically that all pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing/ stamping on each page) as a part of their offer. Price shall not be mentioned by them anywhere in the techno-commercial portion of offer. Price shall be mentioned in the relevant price bid only and submitted in separate sealed envelope. In case of any clarification, bidder may contact this office.
2. Tender must be submitted in two parts, i.e., (i) Techno-Commercial Bid (Part-A) along with un-price bid (Annexure-I) and (ii) Price Bid (Part-B). The tenderer must submit their tenders in two separate sealed envelopes prominently super scribed as Part – A 'Techno- commercial bid' and Part-B 'Price Bid' along with NIT No. & due date written on each of the envelope. These two separate envelopes shall together be kept in third envelop super scribed with Title of tender, NIT No. & due date of opening.
3. All documents submitted by the Tenderer in his tender may be accompanied with a covering letter giving index interlinking all the documents.
4. No overwriting / correction while filling the tender documents by tenderer shall be allowed. However, if correction is unavoidable, the same must be signed by authorized signatory.
5. Techno-commercial bid should contain all the documents in proof of Pre- qualifying criteria, signed tender document having NIT page, Instructions for tenderer, general conditions, Special Conditions, Contractor's Obligations, un-price bid, all the annexure duly filled & signed by the tenderer.
6. Price Bid should contain only the "Part-B, Price Bid Format" after quoting the rates as specified in the price bid format.
7. Rate shall be quoted inclusive of GST. Rates must be quoted in figures as well as in words.
8. On the date of opening of tender, only Techno-Commercial Bid (Part-A) shall be opened.
9. BHEL may finalize successful tenderer **by opening of sealed price bid**. Date of opening of sealed Price Bid will be intimated, by post or e-mail separately to the Tenderers who qualify in the Techno-Commercial bid.
10. Opening of Price bids will be done for the offers of only those tenderers, whose bids are found technically acceptable.
11. Tender documents are also available on BHEL's web site i.e. www.bhel.com and on CPP portal (<http://eprocure.gov.in/cppp/>) and the same can be downloaded and used as tender document for submission of bids.
12. BHEL reserves the right to accept or reject any or all offers without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
13. In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BHEL's interpretation shall prevail & shall be binding on the tenderer.
14. The Tenderer should accept all terms & conditions of the tender unconditionally. Tenders with deviations from terms and conditions are likely to be rejected.
15. The tenderers or their representative may attend the opening of techno-commercial bid (Part-A), which will be opened on the due date and time as mentioned above, and thereafter, the technically qualified tenderers or their representative may attend the opening of Price bid (Part B), if they so desire. The tenders (both the parts) shall be opened on schedule date & time even if the bidders or their representative are not present.
16. Any queries regarding this tender may be clarified from Sr.Engineer (HR-TAX), on Telephone No. 0120- 3070956 / mobile No.-8800957694 or e-mail : omender@bhel.in

B. PRE- QUALIFYING REQUIREMENT:

Each tender shall be accompanied by the following information/ documents with sufficient details to enable the purchaser to make an appraisal of the quality and suitability of the item offered.

1. The offers received from **manufacturers or their authorized distributors** of Drinking Water Bottle shall only be considered. In case of authorized distributor of a manufacturer, the bidder shall submit a certificate issued from the manufacturer to certify that the bidder is an authorized distributor of the manufacturer.
2. Acceptance to supply the materials as per the technical specifications and the terms of tender by signing the full tender document.
3. Self-attested copy of the **GST Registration No.**
4. Bidder shall specify manufacturer's name, trademark, brand name and furnish illustrative leaflets, brochures, catalogues etc. giving technical particulars about the product/Brand for which the rates are quoted in price bid.
5. Self-attested copies of Purchase orders/ Bills in support of proof of experience for the purchases executed by the bidders during last One years ending on 30/09/2017. The combined value of Purchase Order/ Bills of drinking water bottles should be costing not less than Rs 1.60 lakhs in last year.
6. Type test certificates and results as per **IS:14543:2004** for Packaged Drinking Water offered. The type test certificate shall be from a Govt. recognized laboratory or from the tenderer's own laboratory.
7. Bidder shall submit the Un-Price bid as enclosed at Annexure-I along with techno-commercial offer by indicating details of GST **except the basic price of material. Also, name of brands must be mentioned in the Price bid & Un-Price bid.**
8. Declaration certificate as enclosed at Annexure-II
9. No deviation certificate as enclosed at Annexure-III
10. Bidder's details as per Annexure-IV
11. Declaration of GST Benefits.

C. SPECIAL TERMS & CONDITIONS:

1. The drinking water would be of BIS standard as per IS 14543:2004 and as per the latest standard set by the Govt. of India from time to time. In case of deficiency in service or quality of water, it would be open for the BHEL to cancel the purchase order. Compensation, if any, in case of any loss of health of the employees on account of water borne diseases occurred due to intake of water supplied by the contractor, will be the responsibility of the supplier.
2. The firm should be in position to supply packaged drinking water on short notice as and when required. The manager-in-charge of the firm should be available on his direct telephone and also on mobile phone. Mobile number should also be given in Bidder's detail format.
3. No security deposit will be furnished towards empty water bottles.
4. Drinking water filled in hermetically sealed containers of 20 litres that is suitable for direct consumption without further treatment.
5. **Packing (Specification in respect of Jars):** Drinking water shall be packed in clean, colourless, transparent and tamper proof container made of polythelene (PE) conforming to IS 10146 or polyvinyl chloride (PVC) conforming to IS 10148 or IS 10151 or polypropylene conforming to IS 10910 or polyalkylene terephthalate (PET and PBT) conforming to IS 12252 or poly

carbonate conforming to IS 14971 or polystyrene conforming to IS 10142 or sterile glass bottles suitable for preventing adulteration or contamination of the water.

D. GENERAL TERMS AND CONDITIONS:

1. The NIT No. & due date of opening must be legibly super scribed on the envelopes.
2. BHEL takes no responsibility for any delay/ loss of documents or correspondences sent by courier/ post.
3. The quoted rate should be inclusive of GST and F.O.R. BHEL Township Sector-17, Noida, Gautambudh Nagar, UP.
4. Late tenders or delayed Tenders (received after Due Date & time) will be rejected.
5. Price quoted shall be valid for **90 days** from the date of opening of techno-commercial bid.
6. Price shall be quoted as per enclosed 'Price Format' only. Quotations not filled in Price Format' are likely to be rejected.
7. The rate should be indicated both in words and figures. All entries in the Tenders must be written in ink or typewritten. Over-writing should be avoided. Corrections, if any, should be attested with signature by the bidder.
8. Breakup details of GST and other applicable charges for F.O.R. destination delivery should be mentioned specifically in the price bid, failing which the bidder will not be liable for payment of the same.
9. Price quoted should be inclusive of all the applicable charges, and GST. However rates of GST and other statutory levies should be indicated separately. Variation in GST or any other statutory levies during contractual delivery period shall be to BHEL's account.
10. Quoted rates shall remain firm during the supply period of **Two Years** from the date of award of contract except for variation in Taxes as mentioned at Sl. No.-9 above. No price variation and escalation due to increase in labour / material cost will be allowed.
11. If any information/documents submitted by the contractor are found false/fake at any stage, the tender will be cancelled.
12. **EVALUATION CRITERIA:** The criteria of evaluation of techno-commercial bids will be on the basis of documents submitted by the bidders. BHEL may finalize successful tenderer by **opening of sealed price bid**. Date of opening of sealed Price Bid will be intimated, by post or e-mail separately to the Tenderers who qualify in the Techno-Commercial bid. The decision of BHEL will be final in this regard. The order will be placed on over all L-1 bidder. Evaluation of bid will be on total cost to 'BHEL' (i.e. at Sl. No. 4 of Price Bid).
13. **Taxes and Duties:**
 - a) To enable BHEL to avail GST Input tax credit, contractor shall submit GST compliant Tax invoice containing all the particulars as stipulated under Invoice Rules of GST Law. Such invoice shall be submitted within prescribed time limit in the name of BHEL.
 - b) Any statutory changes as and when made applicable by the Government shall become applicable against documentary evidence.
 - c) Payment to the contractor will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act and GST as applicable, as amended from time to time and a certificate to this effect shall be provided to the contractor by BHEL.
 - d) Contractor shall issue GST compliant invoice in the name of BHEL.
 - e) Payment shall be made to contractor only after submission of GST complaint Tax invoice as mentioned above and other relevant documents. However, to protect BHEL's interest for GST

input tax credit, GST portion amount along with notional interest on GST credit for 2 months' period (presently rate of interest is @ 24%) shall be withheld and the same shall be released only after confirmation from GST website/portal that such invoice has been declared in GSTR-1 return filed by contractor within the stipulated time for the relevant period and tax amount thereon has been paid by contractor to Govt. within the stipulated time period as per GST Law.

- f) In case GST credit is delayed/denied to BHEL or subsequently recovered from BHEL due to delay in filing of GSTR-1 Return or delay in/nonpayment of tax to Govt. by contractor or for any other reasons not attributable to BHEL, in such case any financial implication on BHEL on account of delay/loss/recovery from BHEL of such GST Credit along with interest levied/leviable on BHEL till the time GST credit is available to BHEL, shall be recovered from the contractor's bill and/or adjusted against GST amount not paid as indicated under (f) above.
- g) Irrespective of refund of GST Credit and interest thereon to BHEL by GST portal upon subsequent declaration of such invoice by contractor in his GSTR-1 for any period after due date of such return and/or payment of GST thereon by contractor on GST portal, the notional interest for delayed period of GST credit (i.e. delay for the period when GST credit is actually allowed and the period when GST credit should have been allowed had contractor declared such invoice in his GSTR-1 and paid tax thereon in the relevant month as per GST law) shall be recovered from contractor.

14. **TERMS OF PAYMENT:** Payment shall be made to contractor within 15 days from the date of submission of GST compliant Tax invoice on monthly basis as mentioned above and other relevant documents. However, GST portion amount shall be withheld and the same shall be released only after confirmation from GST website/portal that such invoice has been declared in GSTR-1 return filed by contractor within the stipulated time for the relevant period and tax amount thereon has been paid by contractor to Govt. within the stipulated time period as per GST Law.

The bills along with supporting documents shall be accepted on fortnightly basis and the payment, excluding GST & notional interest thereon, shall be made within 15 days from the date of submission of the bills, complete in all respects after due verification subject to other terms & conditions mentioned in Clause above in Taxes & Duties.. No advance payment shall be made by BHEL. **The successful bidder shall submit the bank details along with the cancelled cheque for NEFT/RTGS.**

15. **L.D. FOR DELAY IN SUPPLY AND BAD QUALITY:** If the supplier fails to supply the drinking water bottles in the stipulated time or if the quality of water is not as per approved/ required norms, a penalty of 10% of the total amount of the bill for the relevant month will be imposed.

16. **CORRECTION OF ARITHMETIC ERRORS:** Provided that the bid is substantially responsive, BHEL shall correct arithmetical errors on the following basis:

- a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the BHEL there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.
- b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

- d) In case, total price indicated in price bid does not match with the total of item wise breakup, the highest price so calculated shall be considered for evaluation but in case of order, the same shall be placed at the lowest price.
- e) If any bidder does not accept the correction of errors, their bids will be disqualified.
17. **DELIVERY SCHEDULE:** From month of March to August, approx. 35 nos. of drinking water bottles of 20 Litre each required per day and from month of September to February, approx. 26 nos. drinking water bottles of 20 Litre each required per day.
18. **QUANTITY VARIATION:** The quantity of Drinking water bottles may vary $\pm 20\%$ on daily basis. However, the quantity of bottles may be reduced up to any extent depending upon the climate and the requirement as per the decision of Engineer in charge.
19. **CONTRACT PERIOD:** The contract period will be for Two years from the date of award which can further be extended on the same rates, terms & conditions on the mutual agreement between the company and the contractor on satisfactory performance of the contract and will be decided later.
20. **INSURANCE:** The vendor will insure the items for all transit risks up to supply of the item at the final destination at its own cost.
21. **INSPECTION:** The inspection of Quality of drinking water will be carried out at the destination/ BHEL's works by the BHEL inspecting Officer.
22. **REJECTION:** On inspection, if the material or workmanship is not found as per the specification or any item of any unit is found damaged the same shall be rejected. In case of rejection of materials, no payment will be made for the full unit. It will be the responsibility of vendor to dispose off the rejected items at its own cost from BHEL's works within one month after rejection of item. After the expiry of one month no claim/ correspondence will be entertain for the rejected items.
23. **RISK PURCHASE:** In the event the supplier has failed to deliver or dispatch whole number of the drinking water bottles or any part within the time stipulated, the best and the nearest available substitute thereof may be purchased/arranged by BHEL from elsewhere at the risk and the cost of the vendor. The purchaser at his option will be entitled to terminate the contract and vendor shall be liable for any loss which the BHEL may sustain by reason of such risk purchases.
24. **RECOVERY FROM THE VENDOR:** Whenever under the contract, any sum of money shall be recoverable from or payable by the vendor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BHEL or from his security deposit, or he shall pay the claim on demand without any terms & conditions.
25. The bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ Service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.
26. **MICRO AND SMALL ENTERPRISES (MSE):-**
Any bidder falling under MSE category, shall furnish the following details & submit documentary evidence/ Govt. Certificate etc, in support of the same along with their techno-commercial offer.

Type under MSE	SC/ ST owned	Others
Micro		
Small		

Note:- If the bidder does not furnish the above, offer shall be processed construing that the bidder is not falling under MSE category.

- a) MSE Supplier can avail the intended benefits only if they submit along with offer, attested copies of either Udyog Aadhar or EM-II certificate having deemed validity (five years from the date of issue of acknowledgement in EM-II) or the valid NSIC certificate or EM-II certificate along with attested copy of a CA Certificate (format enclosed as Annexure- VI) where deemed validity of EM-II certificate of five years has expired applicable for the last audited financial year. Date to be reckoned for determining the deemed validity will be the date of bid opening. Non submission of such documents will lead to consideration of their bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents are not submitted before price bid opening.
- b) Participating MSEs quoting price within price band of L1 + 15 % shall be considered for award of complete scope of work by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE. In case of more than one such MSE, MSE with lowest price shall be given the first option to match the L1 price. However, MSEs owned by the Scheduled Caste or the Scheduled Tribe entrepreneurs shall be given the preference for matching the L1 price irrespective of their standing in comparative statement of MSE bidders within price band of L1 + 15%.

27. **POST TECHNICAL AUDIT OF SUPPLY AND BILLS:** BHEL reserves the right to carry out a post payment audit and technical examination of the supply and the bills including all supporting vouchers, abstracts etc. and to enforce recovery of any sums becoming due as a result thereof in the manner provided into the proceeding sub-paragraph provided however, that no such recovery shall be enforced after three years of passing the bill.

28. **ARBITRATION / CONCILIATION:** In the event of any dispute arising between the parties hereafter referred as BHEL and contractor in respect of or connected with this contract, General terms & conditions of tender, then the same shall be referred to Arbitration and arbitrator will be nominated by the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be final and binding on both the parties. However, any differences or doubt pertaining to meaning/ interpretation of any phrase word used in terms or in the schedule of services, their nature and manner of rendering of such services shall be the excepted matter and be referred to the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be the final and binding. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modification and re-enactment thereof will apply to such arbitration provided however, in all matters the venue of proceedings will be Delhi and only Delhi or appropriate Courts will have jurisdiction over the same.

(Omender Singh)
Sr.Engineer (HR-TAX)
On behalf of "BHEL"


Omender Singh
Sr. Engineer (HR-TAX)
BHEL
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Gurgaon

Delivery Schedule : On daily basis after the placement of Purchase Order for one year.

SL. No.	Description of Material	Qty/ Nos.	Rate in Figure Inclusive of cartrage & all but excluding GST (Rs)	Amount (Rs)
1	20 litre Packed Drinking Water Bottle as per IS 14543:2004 Name of Brand :- HSN Code:-	20,000	xxxxxxxxxx	xxxxxxxxxx
2	Total Price (Rs)			xxxxxxxxxx
3	GST on Sl. No. 2 (Rs)	SGST(.....%)	xxxxxxxxxx	
		CGST(.....%)	xxxxxxxxxx	
		IGST(.....%)	xxxxxxxxxx	
4	Gross Total Price (Rs)			xxxxxxxxxx
Total in Words: Rupees xx				

1. **Price should not be mentioned anywhere in Un-Price Bid.**
2. Bidders are required to quote all the applicable charges **OR** clearly mention **N.A.** against the items which are not applicable.
3. For the charges quoted in percentage, bidder must specify the price component on which it is chargeable.
4. In case, gross total price indicated in above price bid does not match with the total of item wise breakup, the highest price so calculated shall be considered for evaluation but in case of order, the same shall be placed at the lowest price.
5. The Amount should be inclusive of all including Cartage/Delivery at Estate Office, BHEL Township Sector-17, Noida.

(Signature & seal of the bidder)



ANNEXURE-II

DECLARATION

I / We, do hereby declare that there is no case with the Police/Court/Regulatory authorities against the proprietor/firm/partner. Also I/We have not been suspended / delisted / blacklisted by any other Govt. Ministry / Department/Public Sector Undertaking/ Autonomous Body/Financial institution/Court. We also certify that either our firm or any of the partners are not involved in any scam or disciplinary proceedings settled or pending adjudication

(Signature & seal of the bidder)

Place:

Date:


ओमेन्दर सिंह
Sr. Engineer (MKTG)
BHEL
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Gurgaon

ANNEXURE-III

ESTATE OFFICE: BHEL TOWNSHIP: NOIDA

NIT No. :30:AA:NOI:ADMN.:DWB: 112:2017-18

Date: 25.10.2015

No Deviation Certificate

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of this tender. We hereby undertake and confirm that we have understood the specifications properly and shall be supplied the material mentioned in this tender enquiry.

(Signature & seal of the bidder)


Omender Singh
Sr. Engineer (MKTG)
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

ANNEXURE-IV**BIDDER'S DETAILS**

Name of the Supplier /Party/ Firm	
Name of Authorized Representative	
Postal Address	
Phone/ Landline Nos.	
Mobile Nos.	
Fax No.	
E-Mail Address	
Web Site Address (If Any)	
Details of Local Supply Centre:-	
Bank details for payment through NEFT/RTGS	Name of Bank: Branch: Account No.: IFSC No.: MICR No.:

Note: Submit a cancelled cheque for verification of above bank details.

(Signature & seal of the contractor)

Omender Singh
Omender Singh
Sr. Engineer (HKTAX)
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Gurgaon
Haryana

Declaration of GST Benefits

To whom so ever it may concern, I hereby on behalf of my organization declare that I have quotes the rates considering the benefits of Goods and Service Tax (GST) including Input Tax Credit (ITC) in the Price Bid.

(Signature & seal of the contractor)

Place:

Date:

Certificate by Chartered Accountant on letter head

This is to Certify that M/S
(hereinafter referred to as 'company') having its registered office at
is registered under MSMED Act 2006, (Entrepreneur
Memorandum No (Part-II) dtd:.....
Category: (Micro/Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited financial year as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O.1722(E) dated October 5, 2006 :
Rs.....Lacs
2. **For Service Enterprises:** Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006:
Rs.....Lacs

(Strike off whichever is not applicable)

The above investment of Rs.....Lacs is within permissible limit of Rs.....Lacs forMicro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name -

Membership number -

Seal of Chartered Accountant