

**YATRA 2014**  
**CLEANING OF CAMPS AND TRACKS**  
**DETAILED NOTICE INVITING TENDER (DNIT)**  
(Issued under no SASB/NIT/2014/06 dated 30.01.2014)

**Name of Work:** - Cleaning of Camps on Baltal Axis including Panjtarni i.e. Baltal, Domel, Railpathri, Brarimarg, Sangam, Panjtarni & Holy Cave, including track from Domel to Brarimarg, Brarimarg to Holy Cave via Kalimata & Brarimarg to Pahalgam-Holy Cave track Junction.

<b>S. NO.</b>	<b>CONTENT</b>	<b>PAGE(S) FOR BALTAL AXIS</b>	<b>PAGE(S) FOR NUNWAN AXIS</b>
1.	Notice Inviting Tender (NIT)	2	2
2	Eligibility Criteria	3	27
3	Documents establishing Bidder's Eligibility	3-4	27-28
4	Instructions to Bidders	4-7	28-31
5	Scope of Work	7-10	31-33
6	Terms and Conditions of Contract	10 -16	33-39
7	Schedule – A (Technical Bid)	17-21	40-44
8	Schedule – B (Financial Bid)	22-26	45-49

## 1. NOTICE INVITING TENDER (NIT)



### SHRI AMARNATHJI SHRINE BOARD

(Established under an Act of J&K State Legislature)

K-Villa Sohrawardy House, Shivpora, Srinagar (May-October)

Chaitanya Ashram, Talab Tillo, Jammu (Nov-April)

Tele: 0191-2555662, Telefax: 0191-2503399

### NOTICE INVITING TENDER

#### CLEANING OF YATRA CAMPS/ TRACKS –YATRA-2014

1. Sealed tenders, in two-bid format are invited from reputed, experienced and financially sound Registered Agencies for undertaking the following jobs at various locations during the Shri Amarnathji Yatra – 2014 (scheduled to commence on 28<sup>th</sup> June and conclude on 10<sup>th</sup> August 2014):

#	Name of work	Cost of Tender document	Earnest Money Deposit	Last date and time of receipt of Tenders
1.	Cleaning of Camps on Baltal Axis including Panjtarni i.e. Baltal, Domel, Railpathri, Brarimarg, Sangam, Panjtarni & Holy Cave including track from Domel to Brarimarg, Brarimarg to Holi Cave via Kalimata & Brarimarg to Pahagam-Holy Cave track Junction.	Rs. 2,500/-	Rs. 1.50 lakh	<b>Upto 1400 hours on 24<sup>th</sup> February 2014</b>
2.	Cleaning of Camps on Nunwan Axis i.e. Nunwan, Sheshnag, Chandanwari, and langar sites at Pisutop, Zojibal, Wavbal & Poshpathri.	Rs. 2,500/-	Rs. 1.00 lakh	<b>Upto 1400 hours on 24<sup>th</sup> February 2014</b>

2. Detailed NIT (DNIT) can be obtained from the office of Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram Talab Tillo, Jammu from 9.30 AM to 5.00 PM on any working day (Monday-Saturday) till **22.02.2014** on payment of cost of document in cash or in the shape of Demand Draft drawn in favour of Shri Amarnathji Shrine Board (SASB), Jammu. Alternatively, the DNIT can be downloaded from our website [www.shriamarnathjishrine.com](http://www.shriamarnathjishrine.com), in which case the cost of DNIT shall be payable in addition to the Earnest Money Deposit at the time of submission of Tender.
3. The Tender, duly completed, along with Earnest Money Deposit in the form of Demand Draft drawn in favour of Shri Amarnathji Shrine Board payable at Jammu / Srinagar, must reach latest by **1400 hours on 24.02.2014**. The bidders, in their own interest, are advised to deliver the bids personally to Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu. Alternatively, they may send the same through courier/ registered post. The Board will not be responsible for any delay, wrong delivery or non-delivery of the bids due to any reason.
4. The Technical bid shall be opened at **1500 hours on 24.02.2014** in the office of Additional Chief Executive Officer (at Jammu Office, address mentioned above) in presence of authorized representatives of the firm who may wish to be present on the occasion.
5. For further details about the Tender, please refer our DNIT.

No: SASB/NIT/2014/06  
Dated: 30.01.2014

Sd/-  
Addl. Chief Executive Officer

## **TENDER DOCUMENT**

**Cleaning of Camps on Baltal Axis i.e. Baltal, Domel, Railpathri, Brarimarg, Sangam, Panjtarni & Holy Cave Camps including track from Domel to Brarimarg, Brarimarg to Holi Cave via Kalimata & Brarimarg to Pahalgam-Holy Cave track Junction.**

### **2. ELIGIBILITY CRITERIA**

The Bidder must be a Company/ Society/ Firm (Registered in India) and must fulfil all the following eligibility requirements concurrently to technically qualify for this bidding process:

- i. The Bidder should have executed at least one work of garbage collection and disposal costing not less than Rs. 5 lakh during last three years.
- ii. The Bidder should have an average Annual Turnover of at least Rs. 10 lakh during at least one of the following Financial Year: 2010-11, 2011-12 and 2012-13.
- iii. The Bidder should not have been blacklisted on an earlier occasion by any of the Central/ State Government Organizations, Statutory Central/ State Autonomous Bodies, Central/ State Public Sector Undertakings, or Local Bodies/ Municipalities.
- iv. Consortium or a Joint Venture would not be eligible for bidding.

### **3. DOCUMENTS ESTABLISHING BIDDERS ELIGIBILITY**

The Bidder must submit the following documents:

- 3.1 (i) In case the Bidder is a Company – Certified copy of the Certificate of Incorporation, and Memorandum and Articles of Association.
  - (ii) In case the Bidder is a Registered Society – Certified copy of Registration Deed with Objects of Constitution of the Society.
  - (iii) In case of a Firm – Registration Certificate.
- 3.2 List of present Directors/ Owners/ Executive Council Members/ Board Members, as applicable.
- 3.3 Certified copies of Audited Balance Sheets of the past three Financial Years (viz.: 2010-11, 2011-12 and 2012-13.)

- 3.4 Certified documents like Letter of Award/ Offer, Work Order, Contract Agreement, Certificate of Completion etc. indicating experience and execution of similar works, for fulfilling the eligibility criteria.
- 3.5 Certified copy of PAN Card.
- 3.6 General Power of Attorney/ Board of Directors' Resolution/ Deed of Authority executed in favour of person(s) authorized to submit the Bid Document, Agreement(s), and all correspondences/ documents relating to the Bidding Process.
- 3.7 General Profile of the Bidder's Company/Society/Firm
- 3.8 An affidavit by the Bidder, on Rs. 100 Stamp Paper, stating that the information furnished in the Bids is correct and to the best of his knowledge and that no criminal/ income tax/ blacklisting case is pending against the Company/Society/Firm (if any information is found to be incorrect at any time, the Security Deposit stand forfeited without any notice).

#### 4. INSTRUCTIONS TO BIDDERS

- 4.1 Detailed NIT (DNIT) can be obtained from the office of Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu, from 9.30 AM to 5.00 PM on any working day (Monday-Saturday) till **22.02.2014** on payment of Rs. 2,500 in cash or in the shape of a Demand Draft drawn in favour of Shri Amarnathji Shrine Board (SASB), Jammu. Alternatively, the DNIT can be downloaded from our website [www.shriamarnathjishrine.com](http://www.shriamarnathjishrine.com), in which case the cost of DNIT (Rs. 2,500) in the shape of demand draft shall be payable in addition to the Earnest Money Deposit along with Technical Bid at the time of submission of Bids.
- 4.2 The Bidders are required to submit two separate **Bids** i.e. – **Technical** and **Financial**, strictly as per format given in **Schedule A** and **Schedule B** of this DNIT. The two **Bids** should be submitted in two separately sealed envelopes superscribed “**Technical Bid for Baltal, Panjtarni, Holy Cave Camps and Tracks Cleaning enroute Holy Cave – Yatra 2014**” and “**Financial Bid for Baltal, Panjtarni, Holy Cave Camps and Tracks Cleaning enroute Holy Cave – Yatra 2014**”. Both the sealed envelopes should be put in a third envelop, sealed and superscribed “**Bids for Technical Bid for Baltal, Panjtarni, Holy Cave Camps and Tracks Cleaning enroute Holy Cave – Yatra 2014**”. The bids, as are not submitted as per format prescribed in **Schedules A and B** are liable to be rejected.

- 4.3 The Bid, duly completed, along with an Earnest Money Deposit (EMD) of Rs. 1.50 lakh only, in the form of CDR pledged in favour of "Shri Amarnathji Shrine Board" payable at Jammu must be dropped in the Tender Box kept in the office of Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu or sent by Registered Post/ Courier to Chief Accounts Officer at aforesaid Address, by **1400 hours** latest on **24.02.2014**. The Bids received after the aforesaid date and time will not be considered. The Shrine Board shall not be responsible for any delay/ loss of documents or correspondence sent by courier/ post.
- 4.4 The Bids not accompanied by EMD shall be summarily rejected. The EMD and cost of DNIT should be placed inside the envelope containing the Technical Bid. The EMD shall stand forfeited if the Bidder withdraws his bid during the period of Bid's validity. The EMD of the Successful Bidder shall stand forfeited if he fails to execute the Contract or fails to furnish the required Performance Security Deposit within the prescribed time frame. The EMD of the unsuccessful Bidder(s) shall be returned after the Letter of Award of Contract is accepted by the Successful Bidder and the required Performance Security Deposit is deposited by the Successful Bidder within the prescribed time frame. In case of Successful Bidder, the amount towards EMD will be counted against Performance Security Deposit.
- 4.5 The intending Bidders are advised to obtain information about the various Camps located enroute Holy Cave so as to acquaint themselves of the conditions on ground. The Bidder shall bear all costs associated with the preparation and submission of his Bid and the Shrine Board shall, under no circumstances, be responsible for those costs, regardless of the outcome of the tender proceedings.
- 4.6 The Bidder is expected to examine all Instructions, Schedules, Formats, Terms and Conditions, Scope of Work mentioned in the DNIT. Failure to furnish all information required in the Tender Document or submission of Bid not substantially responsive to the DNIT in every respect will be at Bidder's risk and may result in the rejection of the Bid. If the Bidder submits his bid, it will be deemed that he has unconditionally accepted all the Terms and Conditions mentioned in the DNIT.
- 4.7 All entries in the Technical/ Financial Bids should be legible and should be free from corrections/ erasures. The corrections, if any, must be attested. Amounts shall be indicated in words as well as in figures. Where there is a difference between amount in figures and words, amount quoted in words shall be taken as authentic.

- 4.8 The Bidder must satisfy himself that he fulfils all the prescribed eligibility conditions to avoid rejection of his bid.
- 4.9 Each paper of the Bid document shall be completed in all respects, page numbered, and duly signed in long hand, executed in ink and stamped at the bottom right hand corner by an authorized/ empowered representative of the Bidder. Financial Bid received in the format other than specified in **Schedule B** (Financial Bid) is liable to be rejected.
- 4.10 Bids must be received at the address specified in this document not later than the date and time stipulated in this DNIT. The CEO, SASB may, at his discretion, extend the deadline for submission of Bids. Any Bid received after the last date/ time for submission of bids, as stipulated above, shall not be considered and will be returned.
- 4.11 Clarifications, if any, may be sought by the Bidders so as to reach CEO/ Addl. CEO at least seven days before last date prescribed for submission of Bids. Except for any written clarification by CEO/ Addl. CEO, SASB which is expressly stated to be an addendum to the DNIT, no written or oral communication, presentation or explanation by any other employee of the SASB shall be taken to bind or fetter the Shrine Board under the Contract. All corrigenda, addenda, amendments and clarifications to the DNIT will be hosted on our webpage ([www.shriamarnathjishrine.com](http://www.shriamarnathjishrine.com)) and NOT in the newspaper. The Bidders should keep themselves updated on this account.
- 4.12 The Technical Bid shall be opened at 1500 hours on **24.02.2014** in the office of the Additional Chief Executive Officer, Chaitanya Ashram, Talab Tillo, Jammu in the presence of the authorized representatives of the Bidders who may wish to be present at that time. Bidders whose Technical Bids have been accepted shall be informed about the date and time for opening of the Financial Bids.
- 4.13 For award of Contract, the technically qualified Bidder whose quotes given in the Financial Bid are the lowest in comparison to other Bidders will be considered as the lowest Bidder.
- 4.14 The CEO, SASB is not bound to accept the lowest or any bid and may, at any time by notice in writing to the Bidders, terminate the tender proceedings without assigning any reason whatsoever.
- 4.15 The Bid should remain valid and open for acceptance for a period of 120 days from the last date prescribed for its receipt.
- 4.16 The CEO/ Addl. CEO, SASB shall award the Contract to the successful Bidder whose Bid has been found to be responsive and

who is eligible and qualified to perform the Contract satisfactorily as per Terms and Conditions incorporated in the DNIT. The CEO/ Addl. CEO, SASB will communicate the successful bidder that his Bid has been accepted. This letter (hereinafter referred to as the 'Letter of Award') shall prescribe the amount which the Shrine Board will pay to the Contractor in consideration of work/ services to be executed by the Contractor as prescribed in the Contract.

- 4.17 The Successful Bidder shall be required to furnish a Performance Security Deposit within 10 days of receipt of 'Letter of Award' for 10% of the total value of the Contract, in the form of CDR pledged to Chief Accounts Officer, SASB. The EMD of the Successful Bidder will be adjusted against the amount of Performance Security Deposit. In case the Successful Bidder fails to submit the Performance Security Deposit of the requisite amount within the stipulated period, the Letter of Award is liable to be withdrawn and the EMD is liable to be forfeited, at the discretion of the CEO, SASB.
- 4.18 Chief Executive Officer, SASB reserves the right to reject all or any bid in whole, or in part, without assigning any reason. Any enquiry after the submission of tender will not be entertained.

## 5. **SCOPE OF WORK**

### I. **The Board and the Yatra**

- a) **Shri Amarnathji Shrine Board (SASB)** was established in 2001 under a Statute with a view to providing better management of the Shri Amarnathji Yatra, up-gradation of facilities for the pilgrims, etc. **Hon'ble Governor, J&K is the ex-officio Chairman of the Board.**
- b) The pilgrimage (Yatra) is undertaken during the period specified in the months of June-August, through two different routes:
- i) the 32 km. traditional route: Pahalgam (7500 ft.), Chandanwari (9500ft), Sheshnag (11730ft), Panjtarni (12729 ft.), Holy Cave (13500 ft.); and
  - ii) the 14 km. route: Baltal (9500 ft.), Domel (9577 ft.)- Brarimarg (13120 ft.)- Holy Cave (13500 ft.).
- c) During the Yatra, over six lakh persons undertake the pilgrimage to the Holy Cave Shrine of Shri Amarnathji, situated at an altitude of 13,500 feet, in District Anantnag, J&K. Baltal (near Sonamarg) and Nunwan (Pahalgam) are the two Base Camps where the Yatris congregate before embarking on the pilgrimage. Other camps en-route are Sheshnag, Panjtarni and Holy Cave.

## **II Site Review**

- a) The Camps are located at varying altitudes ranging from 7500 ft to 13500 ft above MSL.
- b) Temperature ranges from (-10<sup>0</sup>C to +25<sup>0</sup>C) during Yatra period.
- c) Baltal/Domel is connected through a motorable road on Srinagar-Leh National Highway and is 110 km away from Srinagar. Pahalgam (Nunwan) is located at a distance of 90 kms from Srinagar. It is located at a distance of 38 kms from Khanabal which is at 250<sup>th</sup> km on Jammu - Srinagar National Highway.
- d) The journey to Holy Cave from Baltal involves trekking a distance of 16 kms. From Chandanwari (Pahalgam route), the visit to the Holy Cave involves a trek of 32 kms.
- e) Average weight that can be carried manually is 20 kg and by pony is 60 kg.
- f) The interested Bidders will need to inform themselves of the nature and quantum of work involved in the various Camp locations.

## **III. Job Description**

- a) Cleaning at the Camps/ Tracks
  - (i) Cleaning of the Camp

Yatra 2014 shall commence on 28<sup>th</sup> June and conclude on 10<sup>th</sup> August. Besides, free Langars (Bhandaras), private tents, shops, pony stand and other facilities are set up at the below mentioned Camps. The selected Agency (hereinafter referred to as Contractor) will be responsible for segregating waste into Bio-degradable and non Bio-degradable waste in area under its scope of work. The Bio-degradable waste shall be dumped in deep pits and covered with soil so that wild animals are not able to access it. The non Bio-degradable waste will be brought down to the Base Camp (Baltal / Chandanwari) and thereafter transported to Municipal Waste Landfill Site identified by Sonamarg Development Authority / Pahalgam Development Authority. The Contractor will be responsible for the composting of the organic solid waste after its transportation to the **composting sites** at the Camps. Monitoring and evaluation of Cleaning at the Camps shall be done by the Shri Amarnathji Shrine Board. The Camps to be



cleaned and minimum number of workers and supervisors to be deployed, Camp-wise, are given below:

S.No	Location	Estimated Area	No. of Langars*	No. of workers per shift **	No. of supervisors per shift
1.	Baltal Base Camp	600 Kanals	34	18	1
2.	Rangamorph to Domel	100 Kanals	15	8	1
3.	Railpathri 1	-		2	
4.	Railpathri 2 Langar site	-	2	2	
5.	Brarimarg	-	2	4	
6.	Y-Junction Brarimarg	-		2	
7.	Sangam	-	2	2	
8.	Holy Cave	400Kanals	13	20	1
9	Panjtarni	-	13	12	1
10	Sangam Down	-		2	
11	Sangam Top	-		2	
	Total	1100 kanals	81	74	4

- Note: One Kanal = 5,400 Sq. feet.

\* The actual number of Langars may vary.

\*\* Shift timings would be from 7.30 AM to 7.30 PM

(ii) Cleaning of the Tracks

The tracks viz Baltal to Domel (2 km), Domel to Sangam (8 km) and Kalimata track (2.3 km) will also have to be cleaned to remove solid waste generated by Yatris, enroute shops, tents, langars etc. The Contractor will be responsible for collection of garbage / solid waste from the aforesaid tracks and along its slopes (both uphill and downhill) and its transportation. In case of Baltal to Domel track, the collected garbage will be

transported to dumping sites outside Baltal Camp. **The solid waste collected in other Camps and enroute within the scope of work advertised, will have to be brought down to the Base Camps for further disposal** at dumping sites. The details of the Tracks to be cleaned and minimum number of workers and supervisors to be deployed are as follows:

S. no.	Tracks	Length	No. of Langars (approx.)	No. of Workers per shift *	No. of Supervisors per shift
1	Baltal to Domel	2 km	23	8	1
2	Domel to Brarimarg Y-junction	8 km	15	16	1
3	Brarimarg Y-junction to Holy Cave via Kalimata track	3.30 km	-	8	1
4	Brarimarg Y-junction to Sangam Y-junction (Panjtarni-Holy Cave track Junction)	2. km	2	8	1
<b>Total</b>			<b>40</b>	<b>40</b>	<b>4</b>

Note: The actual number of Langars is subject to variation.

\* Shift timings would be from 7.30 AM to 7.30 PM

### **TERMS AND CONDITIONS OF CONTRACT**

1. The execution of Cleaning of Camp Areas/ Tracks shall be carried out in such a manner that the area always looks neat and clean.
2. It will be the sole responsibility of the Contractor to engage workers and supervisors trained in carrying out various operations/ activities required for execution of works. The Contractor shall also be responsible for getting the verification of antecedents of all workers and supervisors, to be deployed by him, from the local police.

- 3 The Contractor shall engage physically fit workers and supervisors whose age shall be between 18-50 years. Each worker/ supervisor so engaged by the Contractor shall wear uniform and a badge wearing his name, while on duty. The said uniform shall be provided by the Contractor at his own cost.
4. The Contractor shall nominate one supervisor deployed at each Camp location, who shall report twice every shift to the Camp Director concerned – once at the start of the shift and then at the end of the shift, along with other supervisors/ workers engaged by the Contractor for Camp cleaning / cleaning of tracks. The Contractor shall submit to Chief Accounts Officer, SASB location-wise list of workers, supervisors, and Chief Supervisor as per duty roster 15 days ahead of the commencement of Shri Amarnathji Yatra 2014. Each and every change in the worker/ supervisor deployed by the Contractor shall also be informed to the Chief Accounts Officer, SASB. The worker/ supervisor deployed by the Contractor shall be available at all times as per their duty roster and they shall not leave their place of duty without the prior permission of the concerned Camp Director.
5. The Contractor is bound to draw an agreement with SASB within seven days from the date of issuance of allotment.
6. The Contractor shall provide immediate replacement for any worker/ supervisor engaged by him who is not available for duty at the place of posting. The CEO/Addl.CEO, Shrine Board will have the right to ask for removal of any worker/ supervisor of the Contractor who is not found to be competent and orderly in the discharge of his duty. Similarly, the Contractor will also have the right to change his worker/ supervisor with prior intimation to the Shrine Board.
7. The Contractor shall make the following arrangements for Cleaning of Camps at Baltal, Holy Cave, Langar sites and Cleaning of Tracks at Baltal to Domel, Domel to Sangam and KalimataTrack.
  - 7.1 All carriage of materials upto road head destinations and then to Camps by manual labour/ponies wherever applicable is to be made by the Contractor.
  - 7.2 Arrangements for accommodation for the workers and supervisors.
  - 7.3 All concerned items for cleaning like buckets, mugs, other usable like phenyl etc shall be arranged by the contractor.
  - 7.4 All other jobs/ tasks incidental to execution of the work.

8. All the consumables and disposables required for executing the works mentioned in the Contract shall be procured by the Contractor. All consumables and disposables should be eco-friendly. Mechanised equipment (trucks for transportation of garbage etc), wherever required, shall be procured by the Contractor. All other connected infrastructure/ items required in the execution of works, like tanks, pipes, agronets, drums, dustbins, pumps, buckets, mugs, cleaning devices, carts etc., are to be arranged by the Contractor.
9. The Contractor shall have to make his own arrangements for power supply, as may be required at each location.
10. The transportation and the deployment of manpower and carriage of the required material, to the site will be the sole responsibility of the Contractor. Boarding and lodging of the manpower at the Camps will also be the responsibility of the Contractor, for which the facility of private tents are readily available on rental basis.
11. During the Yatra, the Contractor shall open an office in Srinagar and Camp offices at various Camps along both the Yatra routes at least 10 days before day of commencement of Yatra. In case the Contractor does not have an office in Srinagar, he shall open an office with basic communication facilities in Srinagar at least a month ahead of the date of commencement of Yatra.
12. The Contractor shall commence work at each location only after obtaining 'Notice to Proceed' issued by the CEO/ Addl. CEO/ CAO, SASB.
13. The Contractor would need to timely organize its manpower/materials and must be prepared to start its operation 10 days ahead of the commencement of the Yatra and conclude its operation after the close of the Yatra, cleaning the entire area under its responsibility to the best satisfaction of the CEO/ Addl. CEO, SASB.
14. The Contractor shall abide by and comply with all the relevant laws with regard to personnel engaged by him for execution of works mentioned in the Contract.
15. Any liability, including cost of litigation, arising out of any litigation due to any act of Contractor, or personnel engaged by him, shall be directly borne by the Contractor.
16. The Contractor shall not engage any sub-Contractor or transfer the Contract to any other person in any manner.

17. The Contract period shall cover the period of duration of Shri Amarnathji Yatra 2014 (28.06.2014 to 10.08.2014) and may include a certain period as prescribed by Additional Chief Executive Officer, SASB before (around 5-10 days) the day of commencement of the aforesaid Yatra.
18. The Shrine Board does not recognize any employee – employer relationship with any of the personnel engaged by the Contractor. The Shrine Board shall not be under any obligation to provide employment to any of the personnel engaged by the Contractor after the expiry of the Contract.
19. The Shrine Board shall not be liable, directly or indirectly, for any mishap attributable to personnel engaged by the Contractor. All liabilities arising out of accidents or death of personnel employed by Contractor, while on duty, shall be borne by the Contractor. The Contractor and his personnel shall take proper and responsible precautions to preserve from loss, destruction, waste or misuse any asset of the Shrine Board used/ dealt by them in their area of responsibility.
20. Under no circumstances, the Contractor will impose on any Yatri/or any other agency any fee/user charge for any of the services rendered, without written permission from the Chief Executive Officer, SASB. The personnel engaged by the Contractor shall not accept any gratitude or reward in any form. The personnel supplied by the Contractor will have to be extremely courteous with very pleasant mannerism in dealing with the Yatris, especially with female Yatris and should project an image of utmost discipline. The Contractor or his men shall not indulge in any activity which harms the interests of the Yatra. The CEO/Addl.CEO, Shrine Board shall have the right to have any such person removed from duty in case the behaviour is reported to be rude or discourteous, and besides take any action as provided in the Agreement.
21. Whenever and wherever it is found the quality and quantity of work being executed is not satisfactory, it shall be brought to the notice of Contractor or his Supervisor (at the location where such work is noticed) by the concerned Camp Director/ Sanitation Incharge, and if no remedial action is taken within TWO hours, a penalty @ Rs. 5,000 per day per instance shall be imposed.
22. During the course of Contract, if any of the Contractor's personnel are found to be indulging in any corrupt practices fine upto Rs. 10,000 per such instance may be imposed. In addition, the Shrine Board may terminate the Contract and/ or forfeit the Contractor's Performance Security Deposit.

23. The Contractor should ensure to maintain adequate number of workers/ supervisors as prescribed in the Contract and also arrange a pool of stand-by workers/ supervisors. In case any worker/ supervisor deployed by the Contractor absents himself from the duty, a reliever of equal status shall be provided. If the required number of workers/ supervisors is less than the minimum prescribed in the Contract, a penalty @ Rs. 5,000 per worker per day will be deducted from the bill.
24. Any deviation from the material quality or quantity provided for in the Contract shall invoke penalty as decided by CEO/ Addl. CEO, SASB or their authorized representative.
25. The CEO/Addl.CEO, SASB may terminate the Contract and/ or forfeit the Performance Security Deposit without any notice if it is found that the agency had been blacklisted on previous occasions by any of the Central/ State Government Organizations, Statutory Autonomous Organizations, Central/ State Public Sector Undertakings, or Local Bodies/ Municipalities.
26. In the event of any loss being caused to the Shrine Board as a result of any lapse on the part of Contractor or personnel engaged by him, duly established after an enquiry conducted by the Shrine Board, the said loss will be recovered from the Contractor upto twice the value of the loss. In such matters, the decision of CEO/Addl.CEO, SASB shall be final and binding on the Contractor.
27. The Contractor will maintain a Register at each Camp location on which day-to-day consumption of consumables and other disposable used and manpower deployed for execution of each of the two items of work, viz. Camp cleaning and Cleaning of tracks will be entered, which shall be got verified daily from the Camp Director (to be nominated by Shrine Board before the commencement of Yatra-2014) and by General Manager (Works) or his deputy.
28. After the conclusion of the Yatra, a copy of aforesaid Registers for each applicable location, duly countersigned by the Camp Director shall be submitted to Chief Accounts Officer, SASB.
29. While raising the bill, the deployment details of each personnel engaged, name-wise, day-wise and shift-wise for execution of each item of work viz Camp cleaning and cleaning of tracks as mentioned above, duly verified by the Camp Director/ General Manager (Works) or his deputy, shall be submitted to the Chief Accounts Officer, SASB for payment. The payment shall be made on the basis of actual work executed by the personnel deployed by the Contractor duly certified by the Camp

Director, SASB and General Manager (Works), SASB. No other claim, on whatsoever account, shall be entertained by the Shrine Board.

30. Service Tax, Income Tax and all other taxes statutorily required to be deducted at source will be deducted from the rates quoted in the Contract. The Contractor will also have to give an undertaking regarding payment of wages as per rules and laws in force before presenting the bills for payment of second instalment and thereafter for payment of every next instalment.
31. The Contractor shall produce the relevant record as mandated by the Shrine Board, for inspection wherever asked by CEO/ Addl. CEO/ General Manager (Works), SASB /Camp Director, SASB/ Sanitation Incharge, SASB or any person duly authorized by CEO/Addl.CEO, SASB.
32. The Contractor shall work in the best interest of the pilgrimage and shall not indulge in any activity which tarnishes the fair name of the Shrine Board.
33. If, as a result of post payment audit or otherwise, any over-payment is detected in respect of any work done by the Contractor or alleged to have been done by the Contractor under the terms of the Contract, it shall be recovered by the CAO, Shrine Board from the Contractor. Similarly, if any under-payment is discovered, the amount shall be duly paid to the Contractor by the CAO, Shrine Board.
34. In the event of default being made in the payment of any money in respect of wages of any person deployed by the Contractor for carrying out the Contract and if the claim in this regard is filed in the office of the Labour Authorities and proof thereof is furnished to the satisfaction of the Labour Authorities, the CAO, Shrine Board may, failing payment of said money by the Contractor, make payment of such claim on behalf of the Contractor to such Labour Authorities and any sums so paid shall be recoverable by the CAO, Shrine Board from the Contractor. If any money is, as a result of any instructions from the Labour Authorities or claim or application made under any of the Labour Laws or Regulations, directed to be paid by CAO, the Shrine Board, such money will be deemed to be payable by the Contractor to the CAO, Shrine Board within seven days, failing which the CAO, Shrine Board shall recover the amount from the Contractor from money due to the Contractor or from Performance Security Deposit.
35. If at any time during the currency of the Contract, either party is subject to force majeure, like civil disturbance, riots, strikes, etc or acts of Gods, which may prevent either party to discharge the obligations as per the Contract, the affected party shall immediately notify the other party about

happening of such an event. Neither party by reason of occurrence of such event be entitled to terminate the Contract in respect of performance of their obligations under the Contract. The performance of obligations under the Contract shall be resumed as soon as practically possible after the event has come to an end or ceased to exist.

36. Any dispute and differences arising out of or relating to the Contract, including interpretation of its Terms and Conditions shall be resolved through joint discussions between CEO/Addl.CEO, SASB, or his representative and the Contractor. However, in the event of disputes not being resolved by joint discussions, the matter will be referred to a sole Arbitrator only to be nominated by the Chairman, Shri Amarnathji Shrine Board (Hon'ble Governor, J&K), whose decision shall be final and binding on all the parties. The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceedings and currency of Contract, neither of the party shall be entitled to suspend the work or service to which the dispute relates or any other obligation under the Contract, on account of arbitration and payment shall continue to be made as per terms of the Contract. The arbitration proceedings will be held at Srinagar only. The arbitration proceedings shall be governed by the provisions of the J&K Conciliation and Arbitration Act, 1997, as amended from time to time.
37. The Courts in Jammu and Kashmir will have the exclusive jurisdiction to try all disputes, if any, arising out of this Contract between the parties.



## YATRA 2014

### SCHEDULE – A (TECHNICAL BID)

The Bidder is required to furnish the following information:

#### PART – A

##### DETAILS OF COST OF DNIT AND EARNEST MONEY

#	Item	Details
1	Amount and details of payment towards the cost of DNIT	Rs. <i>(in words)</i> :
		Receipt No./Cheque/ DD No:
		Date:
2	Amount and details of Earnest Money Deposit submitted	Rs. <u>(in words)</u> :
		CDR/FDR No.
		Dated:
		In favour of
		Date of issue:
		Issuing Authority:

i) Name and address of the Agency. : Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

ii) Nature of Agency : \_\_\_\_\_  
(i.e. whether a Company/  
Society/ Firm).

---

\_\_\_\_\_ Signature of Bidder (with seal)

- iii) Registration No./ other documents of the Agency : \_\_\_\_\_  
 (attach a certified copy of Registration Certificate/ other documents; please see DNIT – Para 3.1 of 'Documents Establishing Bidder's Eligibility')
- iv) Name and Address of the authorized person of the Agency with whom. to deal : Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_
- v) Name and address E-mail of Directors/ Owners/Executive Counsel/Members/ Board Members, as applicable. : Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
*(Add separate sheet, if necessary)*
- vi) PAN Card No. : \_\_\_\_\_  
*(Add separate sheet, if necessary)*
- vii) Whether General Power of Attorney/ Board of Directors Resolution/ Deed of Authority executed in favour of person(s) authorized to sign the Tender document, and the Contract, and all correspondence/ Documents thereof attached *(Please attach a certified copy of the relevant document):* (YES/ NO)
- xi) Whether an Affidavit on Rs. 100/- Stamp paper stating that every information furnished by the Tenderer is correct and to the best of his knowledge and that no criminal/ income tax/ blacklisting case is pending against him attached *(Please attach the affidavit):* (YES/ NO)

**PART- B: RELEVANT EXPERIENCE IN THE PAST THREE YEARS**

The Bidder is required to furnish the following information  
*(please attach separate sheets where necessary):*

1. (i) Organizational Structure.  
(ii) Experience in Garbage Collection and Disposal Works.
2. Relevant experience in past three years. The Bidder must furnish certified documents like Letter of Award/ Offer, Work Order, Contract Agreement, Certificate of Completion etc. indicating experience and execution of similar works for fulfilling the eligibility criteria and also furnish information in following format *(please add rows as necessary for other sectors, if applicable):*

S. No.	Name of Projects	Name of Client	Value of work (Rs.)	Date of Commence-ment	Date of completion	Whether supporting documents enclosed (Yes/No)

3. A brief write-up on the technology/ methodology to be adopted by the Bidder for executing each of the two works: Camp-Cleaning and Cleaning of tracks.
4. Any other relevant details *(Please add separate sheets, as necessary).*

**PART- C: DETAILS OF TURNOVER**

The Bidder must furnish certified copies of Audited Balance Sheet of last three years and furnish the information in following format (*please add rows as necessary*).

S. No.	Financial Year	Turnover (Rs.)
1.		
2.		
3.		

**PART- D: DETAILS OF KEY PROFESSIONALS/ OTHER SENIOR OFFICIALS**

S. No.	Name of the key Professionals/senior officials	Educational Qualification	Yearly salary package (Rs.)	Date from which employed with the Agency	Brief Experience (*)

*Note: (\*) CV may also be enclosed.*

**PART- E: Detailed proposal with regard to cleaning of Camps, considering the job description. The proposal must specifically mention manpower (number of supervisors and workers Camp-wise), consumables, and list of other items (bins, uniforms, brooms, buckets, mugs etc.) that would be used for Camp cleaning.**

**PART- F: Detailed proposal with regard to cleaning of Tracks, considering the job description. The proposal must specifically mention manpower (number of supervisors and workers Track-wise), consumables, and list of other items (bins, uniforms, brooms, buckets, mugs etc.) that would be used for Track cleaning.**

**PART- G: DECLARATION CERTIFICATE**

I, \_\_\_\_\_, working as \_\_\_\_\_  
\_\_\_\_\_ in this organization and authorized to issue this  
certificate, certify that:

- (a) We have gone through the contents of the DNIT dated \_\_\_\_\_ and the related Tender Documents and fulfil the prescribed eligibility criteria as per the Tender Document.
- (b) All relevant documents are enclosed with our Technical Bid.
- (c) The contents of our Technical Bid have been duly authenticated and are based on actual work carried out by our Agency, as per record.
- (d) We accept all the Terms and Conditions mentioned in the DNIT.
- (e) We have understood that in case it is found that our agency does not fulfil any of the conditions, or relevant details/ supporting documents are not found to be enclosed, we may not be given any opportunity for any clarifications and our Technical Bid may be evaluated based on available documents in the Technical Bid.

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

\_\_\_\_\_  
Signature of the Bidder (*with seal*)  
Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Designation: \_\_\_\_\_

**SCHEDULE – B (Format for Financial Bid)**

Tender Document Serial No .....

**(Note: The Bidders are required to invariably quote rates (inclusive of all taxes and statutory levies) in both figures and words failing which their bid is liable to be rejected).**

**PART – A:**

i) The following rates (in Rs.) per month (30 days) are offered for cleaning of various Camps:

<b>S. No</b>	<b>Location</b>	<b>Rate (in Rs.)</b>	<b>(Rupees in words)</b>
1.	Baltal Camp (including Helipad area)		
2.	Rangamorph to Domel		
3.	Railpathri 1		
4.	Railpathri 2 Langar site		
5.	Brarimarg		
6.	Y-Junction Brarimarg		
7.	Sangam		
8.	Holy Cave		
9	Panjtarni		
10	Sangam down		
11	Sangam Top		
	Total		

ii). The following rates (in Rs.) per month (30 days) are offered for cleaning of various Tracks:

<b>S. No.</b>	<b>Camps</b>	<b>Rate (in Rs.)</b>	<b>(Rupees in words)</b>
1	Baltal to Domel		
2	Domel to Sangam		
3	Kali Mata Track		

**PART - B**

**ABSTRACT OF COST (inclusive of all taxes and statutory levies)**

**Note: CLEANING OF CAMPS (Add rows where necessary)**

**a) Manpower on per month basis (Rs.)**

#	Description	Number of persons (A)	Rates offered per head (Rs.) (B)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.	Supervisors				
2.	Sanitation Workers				
3.	Other workers				
4.					

**b) Details of other items offered for Yatra period (on per month basis)**

#	Name of the item	Make (brand)	Capacity (if applicable)	Quantity offered per month (A)	Rates offered per month per item (B) (Rs.)	Monthly Amount (AxB) (Rs.)
1.	Bins					
2.	Garbage Disposal Trucks					
3.	Agronet					
4.	Carts					
5.	Uniforms					
6.	Other cleaning Devices/ items					

7.						
8.						
9.						
10.						

**c) List of consumables offered (on per month basis)**

#	Consumables	Make (brand)	Quantity offered per month (A)	Rates offered per month per quantity (B) (Rs.)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.						
2.						
3.						
4.						
5.						

**CLEANING OF TRACK (Add rows where necessary)**

**a) Manpower on per month basis (Rs.)**

#	Description	Number of persons (A)	Rates offered per head (Rs.) (B)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.	Supervisors				



2.	Sanitation Workers				
3.	Other workers				
4.					

**b) Details of other items offered for Yatra period (on per month basis)**

#	Name of the item	Make (brand)	Capacity (if applicable)	Quantity offered per month (A)	Rates offered per month per item (B) (Rs.)	Monthly Amount (AxB) (Rs.)
1.	Bins					
2.	Garbage Disposal Trucks					
3.	Agronet					
4.	Carts					
5.	Uniforms					
6.	Other cleaning Devices/ items					
7.						
8.						
9.						
10.						

c) List of consumables offered (on per month basis)

#	Consumables	Make (brand)	Quantity offered per month (A)	Rates offered per month per quantity (B) (Rs.)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.						
2.						
3.						
4.						
5.						

We accept all the clauses of DNIT issued vide No \_\_\_\_\_ dated \_\_\_\_\_ for Shri Amarnathji Yatra-2014, without any reservations.

Signature \_\_\_\_\_

Designation \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

(Authorized Signatory)

## **TENDER DOCUMENT**

**Cleaning of Camps on Nunwan Axis i.e. Nunwan, Sheshnag, Chandanwari, and Langar sites at Pisutop, Zojibal, Wavbal and Poshpathri**

### **2. ELIGIBILITY CRITERIA**

The Bidder must be a Company/ Society/ Firm (Registered in India) and must fulfil all the following eligibility requirements concurrently to technically qualify for this bidding process:

- i) The Bidder should have executed at least one work of garbage collection and disposal costing not less than Rs. 5 lakh during last three years.
- ii) The Bidder should have an average Annual Turnover of at least Rs. 10 lakh during at least one of the following Financial Year: 2010-11, 2011-12 and 2012-13.
- iii) The Bidder should not have been blacklisted on an earlier occasion by any of the Central/ State Government Organizations, Statutory Central/ State Autonomous Bodies, Central/ State Public Sector Undertakings, or Local Bodies/ Municipalities.
- iv) Consortium or a Joint Venture would not be eligible for bidding.

### **3. DOCUMENTS ESTABLISHING BIDDERS ELIGIBILITY**

The Bidder must submit the following documents:

- 3.1 (i) In case the Bidder is a Company – Certified copy of the Certificate of Incorporation, and Memorandum and Articles of Association.
  - (ii) In case the Bidder is a Registered Society – Certified copy of Registration Deed with Objects of Constitution of the Society.
  - (iii) In case of a Firm – Registration Certificate.
- 3.2 List of present Directors/ Owners/ Executive Council Members/ Board Members, as applicable.
- 3.3 Certified copies of Audited Balance Sheets of the past three Financial Years (viz.: 2010-11, 2011-12 and 2012-13.)

- 3.4 Certified documents like Letter of Award/ Offer, Work Order, Contract Agreement, Certificate of Completion etc. indicating experience and execution of similar works, for fulfilling the eligibility criteria.
- 3.5 Certified copy of PAN Card.
- 3.6 General Power of Attorney/ Board of Directors' Resolution/ Deed of Authority executed in favour of person(s) authorized to submit the Bid Document, Agreement(s), and all correspondences/ documents relating to the Bidding Process.
- 3.7 General Profile of the Bidder's Company/Society/Firm
- 3.8 An affidavit by the Bidder, on Rs. 100 Stamp Paper, stating that the information furnished in the Bids is correct and to the best of his knowledge and that no criminal/ income tax/ blacklisting case is pending against the Company/Society/Firm (if any information is found to be incorrect at any time, the Security Deposit shall stand forfeited without any notice).

#### 4. **INSTRUCTIONS TO BIDDERS**

- 4.1 Detailed NIT (DNIT) can be obtained from the office of Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu, from 9.30 AM to 5.00 PM on any working day (Monday-Saturday) till **22.02.2014** on payment of Rs. 2,500 in cash or in the shape of a Demand Draft drawn in favour of Shri Amarnathji Shrine Board (SASB), Jammu. Alternatively, the DNIT can be downloaded from our website [www.shriamarnathjishrine.com](http://www.shriamarnathjishrine.com), in which case the cost of DNIT (Rs. 2,500) in the shape of demand draft shall be payable in addition to the Earnest Money Deposit along with Technical Bid at the time of submission of Bids.
- 4.2 The Bidders are required to submit two separate **Bids** i.e. – **Technical** and **Financial**, strictly as per format given in **Schedule A** and **Schedule B** of this DNIT. The two **Bids** should be submitted in two separately sealed envelopes superscribed “**Technical Bid for Camps Nunwan, Chandanwari, Sheshnag and Langar sites – Yatra 2014**” and “**Financial Bid for Camps Nunwan, Chandanwari, Sheshnag and Langar sites – Yatra 2014**”. Both the sealed envelopes should be put in a third envelop, sealed and superscribed “**Camps Nunwan, Chandanwari, Sheshnag and Langar sites – Yatra 2014**”. The bids, as are not submitted as per format prescribed in **Schedules A and B** are liable to be rejected.

- 4.3 The Bid, duly completed, along with an Earnest Money Deposit (EMD) of Rs. 1.00 lakh only, in the form of CDR pledged in favour of “Shri Amarnathji Shrine Board” payable at Jammu must be dropped in the Tender Box kept in the office of Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu or sent by Registered Post/ Courier to Chief Accounts Officer at aforesaid Address, by **1400 hours** latest on **24.02.2014**. The Bids received after the aforesaid date and time will not be considered. The Shrine Board shall not be responsible for any delay/ loss of documents or correspondence sent by courier/ post.
- 4.4 The Bids not accompanied by EMD shall be summarily rejected. The EMD and cost of DNIT should be placed inside the envelope containing the Technical Bid. The EMD shall stand forfeited if the Bidder withdraws his bid during the period of Bid’s validity. The EMD of the Successful Bidder shall stand forfeited if he fails to execute the Contract or fails to furnish the required Performance Security Deposit within the prescribed time frame. The EMD of the unsuccessful Bidder(s) shall be returned after the Letter of Award of Contract is accepted by the Successful Bidder and the required Performance Security Deposit is deposited by the Successful Bidder within the prescribed time frame. In case of Successful Bidder, the amount towards EMD will be counted against Performance Security Deposit.
- 4.5 The intending Bidders are advised to obtain information about the various Camps located enroute Holy Cave so as to acquaint themselves of the conditions on ground. The Bidder shall bear all costs associated with the preparation and submission of his Bid and the Shrine Board shall, under no circumstances, be responsible for those costs, regardless of the outcome of the tender proceedings.
- 4.6 The Bidder is expected to examine all Instructions, Schedules, Formats, Terms and Conditions, Scope of Work mentioned in the DNIT. Failure to furnish all information required in the Tender Document or submission of Bid not substantially responsive to the DNIT in every respect will be at Bidder’s risk and may result in the rejection of the Bid. If the Bidder submits his bid, it will be deemed that he has unconditionally accepted all the Terms and Conditions mentioned in the DNIT.
- 4.7 All entries in the Technical/ Financial Bids should be legible and should be free from corrections/ erasures. The corrections, if any, must be attested. Amounts shall be indicated in words as well as in figures. Where there is a difference between amount in figures and words, amount quoted in words shall be taken as authentic.

- 4.8 The Bidder must satisfy itself that he fulfils all the prescribed eligibility conditions to avoid rejection of his bid.
- 4.9 Each paper of the Bid document shall be completed in all respects, page numbered, and duly signed in long hand, executed in ink and stamped at the bottom right hand corner by an authorized/ empowered representative of the Bidder. Financial Bid received in the format other than specified in **Schedule B** (Financial Bid) is liable to be rejected.
- 4.10 Bids must be received at the address specified in this document not later than the date and time stipulated in this DNIT. The CEO, SASB may, at his discretion, extend the deadline for submission of Bids. Any Bid received after the last date/ time for submission of bids, as stipulated above, shall not be considered and will be returned.
- 4.11 Clarifications, if any, may be sought by the Bidders so as to reach CEO/ Addl. CEO at least seven days before last date prescribed for submission of Bids. Except for any written clarification by CEO/ Addl. CEO, SASB which is expressly stated to be an addendum to the DNIT, no written or oral communication, presentation or explanation by any other employee of the SASB shall be taken to bind or fetter the Shrine Board under the Contract. All corrigenda, addenda, amendments and clarifications to the DNIT will be hosted on our webpage ([www.shriamarnathjishrine.com](http://www.shriamarnathjishrine.com)) and NOT in the newspaper. The Bidders should keep themselves updated on this account.
- 4.12 The Technical Bid shall be opened at 1500 hours on **24.02.2014** in the office of the Additional Chief Executive Officer, Chaitanya Ashram, Talab Tillo, Jammu in the presence of the authorized representatives of the Bidders who may wish to be present at that time. Bidders whose Technical Bids have been accepted shall be informed about the date and time for opening of the Financial Bids.
- 4.13 For award of Contract, the technically qualified Bidder whose quotes given in the Financial Bid are the lowest in comparison to other Bidders will be considered as the lowest Bidder.
- 4.14 The CEO, SASB is not bound to accept the lowest or any bid and may, at any time by notice in writing to the Bidders, terminate the tender proceedings without assigning any reason whatsoever.
- 4.15 The Bid should remain valid and open for acceptance for a period of 120 days from the last date prescribed for its receipt.
- 4.16 The CEO/ Addl. CEO, SASB shall award the Contract to the successful Bidder whose Bid has been found to be responsive and

who is eligible and qualified to perform the Contract satisfactorily as per Terms and Conditions incorporated in the DNIT. The CEO/ Addl. CEO, SASB will communicate the successful bidder that his Bid has been accepted. This letter (hereinafter referred to as the 'Letter of Award') shall prescribe the amount which the Shrine Board will pay to the Contractor in consideration of work/ services to be executed by the Contractor as prescribed in the Contract.

- 4.17 The Successful Bidder shall be required to furnish a Performance Security Deposit within 10 days of receipt of 'Letter of Award' for 10% of the total value of the Contract, in the form of CDR pledged to Chief Accounts Officer, SASB. The EMD of the Successful Bidder will be adjusted against the amount of Performance Security Deposit. In case the Successful Bidder fails to submit the Performance Security Deposit of the requisite amount within the stipulated period, the Letter of Award is liable to be withdrawn and the EMD is liable to be forfeited, at the discretion of the CEO, SASB.
- 4.18 Chief Executive Officer, SASB reserves the right to reject all or any bid in whole, or in part, without assigning any reason. Any enquiry after the submission of tender will not be entertained.

## 5. **SCOPE OF WORK**

### 1. **The Board and the Yatra**

- a) **Shri Amarnathji Shrine Board (SASB)** was established in 2001 under a Statute with a view to providing better management of the Shri Amarnathji Yatra, up-gradation of facilities for the pilgrims, etc. **Hon'ble Governor, J&K is the ex-officio Chairman of the Board.**
- b) The pilgrimage (Yatra) is undertaken during the period specified in the months of June-August, through two different routes:
- i) the 32 km. traditional route: Pahalgam (7500 ft.), Chandanwari (9500ft), Sheshnag (11730ft), Panjtarni (12729 ft.), Holy Cave (13500 ft.); and
- iii) the 14 km. route: Baltal (9500 ft.), Domel (9577 ft.)- Brarimarg (13120 ft.)- Holy Cave (13500 ft.).
- d) During the Yatra, over six lakh persons undertake the pilgrimage to the Holy Cave Shrine of Shri Amarnathji, situated at an altitude of 13,500 feet, in District Anantnag, J&K. Baltal (near Sonamarg) and Nunwan (Pahalgam) are the two Base Camps where the Yatris congregate before embarking on the pilgrimage. Other camps en-route are Sheshnag, Panjtarni and Holy Cave.

## 2. Site Review

- a) The Camps are located at varying altitudes ranging from 7500 ft to 13500 ft above MSL.
- b) Temperature ranges from (-10<sup>0</sup>C to +25<sup>0</sup>C) during Yatra period.
- c) Baltal/Domel is connected through a motorable road on Srinagar-Leh National Highway and is 110 km away from Srinagar. Pahalgam (Nunwan) is located at a distance of 90 kms from Srinagar. It is located at a distance of 38 kms from Khanabal which is at 250<sup>th</sup> km on Jammu - Srinagar National Highway.
- d) The journey to Holy Cave from Baltal involves trekking a distance of 16 kms. From Chandanwari (Pahalgam route), the visit to the Holy Cave involves a trek of 32 kms.
- e) Average weight that can be carried manually is 20 kg and by pony is 60 kg.
- f) The interested Bidders will need to inform themselves of the nature and quantum of work involved in the various Camp locations.

## 3. Job Description

- a) Cleaning at the Camps/ Tracks
  - (i) Cleaning of the Camp

Yatra 2014 shall commence on 28<sup>th</sup> June and conclude on 10<sup>th</sup> August. Besides, free Langars (Bhandaras), private tents, shops, pony stand and other facilities are set up at the below mentioned Camps. The selected Agency (hereinafter referred to as Contractor) will be responsible for segregating waste into Bio-degradable and non Bio-degradable waste in area under its scope of work. The Bio-degradable waste shall be dumped in deep pits and covered with soil so that wild animals are not able to access it. The non Bio-degradable waste will be brought down to the Base Camp (Baltal / Chandanwari) and thereafter transported to Municipal Waste Landfill Site identified by Sonamarg Development Authority / Pahalgam Development Authority. The Contractor will be responsible for the composting of the organic solid waste after its transportation to the **composting sites** at the Camps. Monitoring and evaluation of Cleaning at the Camps shall be done by the Shri Amarnathji Shrine Board. The Camps to be



cleaned and minimum number of workers and supervisors to be deployed, Camp-wise, are given below:

S.No	Location	Estimated Area	No. of Langars*	No. of workers per shift **	No. of supervisors per shift
1	Nunwan	100 Kanals	13	10	1
2	Chandanwari	70 Kanals	14	6	1
3	Point 2 KM from Chandanwari on the Yatra Route	-		2	
4	Pissu Top	-	4	2	
5	Point 5.5 KM from Chandanwari on the Yatra Route	-			
6	Zojibal	-	5	3	
7	Nagakoti	-			
8	Sheshnag	250 Kanals	9	12	1
9	Wavbal Top	-	1	2	
10	M.G. Top	-		2	
11	Poshpathri	-	1	4	
12	Kelnar 1	-		2	
13	Kelnar 2	-		2	
		420 Kanals	47	47	3

\* The actual number of Langars may vary.

\*\* Shift timings would be from 7.30 AM to 7.30 PM

### **TERMS AND CONDITIONS OF CONTRACT**

1. The execution of Cleaning of Camp Areas shall be carried out in such a manner that the area always looks neat and clean.
2. It will be the sole responsibility of the Contractor to engage workers and supervisors trained in carrying out various operations/ activities required for execution of works. The Contractor shall also be responsible for getting the verification of antecedents of all workers and supervisors, to be deployed by him, from the local police.

3. The Contractor shall engage physically fit workers and supervisors whose age shall be between 18-50 years. Each worker/ supervisor so engaged by the Contractor shall wear uniform and a badge wearing his name, while on duty. The said uniform shall be provided by the Contractor at his own cost.
4. The Contractor shall nominate one supervisor deployed at each Camp location, who shall report twice every shift to the Camp Director concerned – once at the start of the shift and then at the end of the shift, along with other supervisors/ workers engaged by the Contractor for Camp cleaning / cleaning of tracks. The Contractor shall submit to Chief Accounts Officer, SASB location-wise list of workers, supervisors, and Chief Supervisor as per duty roster 15 days ahead of the commencement of Shri Amarnathji Yatra 2014. Each and every change in the worker/ supervisor deployed by the Contractor shall also be informed to the Chief Accounts Officer, SASB. The worker/ supervisor deployed by the Contractor shall be available at all times as per their duty roster and they shall not leave their place of duty without the prior permission of the concerned Camp Director.
5. The Contractor is bound to draw an agreement with SASB within seven days from the date of issuance of allotment.
6. The Contractor shall provide immediate replacement for any worker/ supervisor engaged by him who is not available for duty at the place of posting. The CEO/Addl.CEO, Shrine Board will have the right to ask for removal of any worker/ supervisor of the Contractor who is not found to be competent and orderly in the discharge of his duty. Similarly, the Contractor will also have the right to change his worker/ supervisor with prior intimation to the Shrine Board.
7. The Contractor shall make the following arrangements for Cleaning of Camps at Sheshnag, Chandanwari, Nunwan, Langar sites.
  - 7.1 All carriage of materials upto road head destinations and then to Camps by manual labour/ponies wherever applicable is to be made by the Contractor.
  - 7.2 Arrangements for accommodation for the workers and supervisors.
  - 7.3 All concerned items for cleaning like buckets, mugs, other usable like phenyl etc shall be arranged by the contractor.
  - 7.4 All other jobs/ tasks incidental to execution of the work.
8. All the consumables and disposables required for executing the works mentioned in the Contract shall be procured by the Contractor. All

consumables and disposables should be eco-friendly. Mechanised equipment (trucks for transportation of garbage etc), wherever required, shall be procured by the Contractor. All other connected infrastructure/ items required in the execution of works, like tanks, pipes, agronets, drums, dustbins, pumps, buckets, mugs, cleaning devices, carts etc., are to be arranged by the Contractor.

9. The Contractor shall have to make his own arrangements for power supply, as may be required at each location.
10. The transportation and the deployment of manpower and carriage of the required material, to the site will be the sole responsibility of the Contractor. Boarding and lodging of the manpower at the Camps will also be the responsibility of the Contractor, for which the facility of private tents are readily available on rental basis.
11. During the Yatra, the Contractor shall open an office in Srinagar and Camp offices at various Camps along both the Yatra routes at least 10 days before day of commencement of Yatra. In case the Contractor does not have an office in Srinagar, he shall open an office with basic communication facilities in Srinagar at least a month ahead of the date of commencement of Yatra.
12. The Contractor shall commence work at each location only after obtaining 'Notice to Proceed' issued by the CEO/ Addl. CEO/ CAO, SASB.
13. The Contractor would need to timely organize its manpower/materials and must be prepared to start its operation 10 days ahead of the commencement of the Yatra and conclude its operation after the close of the Yatra, cleaning the entire area under its responsibility to the best satisfaction of the CEO/ Addl. CEO, SASB.
14. The Contractor shall abide by and comply with all the relevant laws with regard to personnel engaged by him for execution of works mentioned in the Contract.
15. Any liability, including cost of litigation, arising out of any litigation due to any act of Contractor, or personnel engaged by him, shall be directly borne by the Contractor.
16. The Contractor shall not engage any sub-Contractor or transfer the Contract to any other person in any manner.
17. The Contract period shall cover the period of duration of Shri Amarnathji Yatra-2014 (28.06.2014 to 10.08.2014) and may include a certain period before (around 5-10 days) the day of commencement of the aforesaid Yatra.

18. The Shrine Board does not recognize any employee – employer relationship with any of the personnel engaged by the Contractor. The Shrine Board shall not be under any obligation to provide employment to any of the personnel engaged by the Contractor after the expiry of the Contract.
19. The Shrine Board shall not be liable, directly or indirectly, for any mishap attributable to personnel engaged by the Contractor. All liabilities arising out of accidents or death of personnel employed by Contractor, while on duty, shall be borne by the Contractor. The Contractor and his personnel shall take proper and responsible precautions to preserve from loss, destruction, waste or misuse any asset of the Shrine Board used/ dealt by them in their area of responsibility.
20. Under no circumstances, the Contractor will impose on any Yatri/or any other agency any fee/user charge for any of the services rendered, without written permission from the Chief Executive Officer, SASB. The personnel engaged by the Contractor shall not accept any gratitude or reward in any form. The personnel supplied by the Contractor will have to be extremely courteous with very pleasant mannerism in dealing with the Yatris, especially with female Yatris and should project an image of utmost discipline. The Contractor or his men shall not indulge in any activity which harms the interests of the Yatra. The CEO/Addl.CEO, Shrine Board shall have the right to have any such person removed from duty in case the behaviour is reported to be rude or discourteous, and besides take any action as provided in the Agreement.
21. Whenever and wherever it is found the quality and quantity of work being executed is not satisfactory, it shall be brought to the notice of Contractor or his Supervisor (at the location where such work is noticed) by the concerned Camp Director/ Sanitation Incharge, and if no remedial action is taken within TWO hours, a penalty @ Rs. 5,000 per day per instance shall be imposed.
22. During the course of Contract, if any of the Contractor's personnel are found to be indulging in any corrupt practices fine upto Rs. 10,000 per such instance may be imposed. In addition, the Shrine Board may terminate the Contract and/ or forfeit the Contractor's Performance Security Deposit.
23. The Contractor should ensure to maintain adequate number of workers/ supervisors as prescribed in the Contract and also arrange a pool of stand-by workers/ supervisors. In case any worker/ supervisor deployed by the Contractor absents himself from the duty, a reliever of equal status shall be provided. If the required number of workers/ supervisors

is less than the minimum prescribed in the Contract, a penalty @ Rs. 5,000 per worker per day will be deducted from the bill.

24. Any deviation from the material quality or quantity provided for in the Contract shall invoke penalty as decided by CEO/ Addl. CEO, SASB or their authorized representative.
25. The CEO/Addl.CEO, SASB may terminate the Contract and/ or forfeit the Performance Security Deposit without any notice if it is found that the agency had been blacklisted on previous occasions by any of the Central/ State Government Organizations, Statutory Autonomous Organizations, Central/ State Public Sector Undertakings, or Local Bodies/ Municipalities.
26. In the event of any loss being caused to the Shrine Board as a result of any lapse on the part of Contractor or personnel engaged by him, duly established after an enquiry conducted by the Shrine Board, the said loss will be recovered from the Contractor upto twice the value of the loss. In such matters, the decision of CEO/Addl.CEO, SASB shall be final and binding on the Contractor.
27. The Contractor will maintain a Register at each Camp location on which day-to-day consumption of consumables and other disposable used and manpower deployed for execution of each of the two items of work, viz. Camp cleaning and Cleaning of tracks will be entered, which shall be got verified daily from the Camp Director (to be nominated by Shrine Board before the commencement of Yatra-2014) and by General Manager (Works) or his deputy.
28. After the conclusion of the Yatra, a copy of aforesaid Registers for each applicable location, duly countersigned by the Camp Director shall be submitted to Chief Accounts Officer, SASB.
29. While raising the bill, the deployment details of each personnel engaged, name-wise, day-wise and shift-wise for execution of each item of work viz Camp cleaning and Cleaning of tracks as mentioned above, duly verified by the Camp Director/ General Manager (Works) or his deputy, shall be submitted to the Chief Accounts Officer, SASB for payment. The payment shall be made on the basis of actual work executed by the personnel deployed by the Contractor duly certified by the Camp Director, SASB and General Manager (Works), SASB. No other claim, on whatsoever account, shall be entertained by the Shrine Board.
30. Service Tax, Income Tax and all other taxes statutorily required to be deducted at source will be deducted from the rates quoted in the Contract. The Contractor will also have to give an undertaking regarding

payment of wages as per rules and laws in force before presenting the bills for payment of second instalment and thereafter for payment of every next instalment.

31. The Contractor shall produce the relevant record as mandated by the Shrine Board, for inspection wherever asked by CEO/ Addl. CEO/ General Manager (Works), SASB /Camp Director, SASB/ Sanitation Incharge, SASB or any person duly authorized by CEO/Addl.CEO, SASB.
32. The Contractor shall work in the best interest of the pilgrimage and shall not indulge in any activity which tarnishes the fair name of the Shrine Board.
33. If, as a result of post payment audit or otherwise, any over-payment is detected in respect of any work done by the Contractor or alleged to have been done by the Contractor under the terms of the Contract, it shall be recovered by the CAO, Shrine Board from the Contractor. Similarly, if any under-payment is discovered, the amount shall be duly paid to the Contractor by the CAO, Shrine Board.
34. In the event of default being made in the payment of any money in respect of wages of any person deployed by the Contractor for carrying out the Contract and if the claim in this regard is filed in the office of the Labour Authorities and proof thereof is furnished to the satisfaction of the Labour Authorities, the CAO, Shrine Board may, failing payment of said money by the Contractor, make payment of such claim on behalf of the Contractor to such Labour Authorities and any sums so paid shall be recoverable by the CAO, Shrine Board from the Contractor. If any money is, as a result of any instructions from the Labour Authorities or claim or application made under any of the Labour Laws or Regulations, directed to be paid by CAO, the Shrine Board, such money will be deemed to be payable by the Contractor to the CAO, Shrine Board within seven days, failing which the CAO, Shrine Board shall recover the amount from the Contractor from money due to the Contractor or from Performance Security Deposit.
35. If at any time during the currency of the Contract, either party is subject to force majeure, like civil disturbance, riots, strikes, etc or acts of Gods, which may prevent either party to discharge the obligations as per the Contract, the affected party shall immediately notify the other party about happening of such an event. Neither party by reason of occurrence of such event be entitled to terminate the Contract in respect of performance of their obligations under the Contract. The performance of obligations under the Contract shall be resumed as soon as practically possible after the event has come to an end or ceased to exist.

36. Any dispute and differences arising out of or relating to the Contract, including interpretation of its Terms and Conditions shall be resolved through joint discussions between CEO/Addl.CEO, SASB, or his representative and the Contractor. However, in the event of disputes not being resolved by joint discussions, the matter will be referred to a sole Arbitrator only to be nominated by the Chairman, Shri Amarnathji Shrine Board (Hon'ble Governor, J&K), whose decision shall be final and binding on all the parties. The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceedings and currency of Contract, neither of the party shall be entitled to suspend the work/ service to which the dispute relates or any other obligation under the Contract on account of arbitration and payment shall continue to be made as per terms of the Contract. The arbitration proceedings will be held at Srinagar only. The arbitration proceedings shall be governed by the provisions of the J&K Conciliation and Arbitration Act, 1997, as amended from time to time.
37. The Courts in Jammu and Kashmir will have the exclusive jurisdiction to try all disputes, if any, arising out of this Contract between the parties.

**YATRA 2014**

**SCHEDULE – A (TECHNICAL BID)**

The Bidder is required to furnish the following information

**PART – A**

**DETAILS OF COST OF DNIT AND EARNEST MONEY**

#	Item	Details
1	Amount and details of payment towards the cost of DNIT	Rs. <i>(in words)</i> :
		Receipt No./Cheque/ DD No:
		Date:
2	Amount and details of Earnest Money Deposit submitted	Rs. <i>(in words)</i> :
		CDR/FDR No.
		Dated:
		In favour of
		Date of issue:
		Issuing Authority:

i) Name and address of the Agency. : Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

ii) Nature of Agency : \_\_\_\_\_  
(i.e. whether a Company/  
Society/ Firm).

---

\_\_\_\_\_ Signature of Bidder (with seal)



- iii) Registration No./ other documents of the Agency : \_\_\_\_\_  
 (attach a certified copy of Registration Certificate/ other documents; please see DNIT – Para 3.1 of 'Documents Establishing Bidder's Eligibility')
- iv) Name and Address of the authorized person of the Agency with whom. to deal : Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_
- v) Name and address E-mail of Directors/ Owners/Executive Counsel/Members/ Board Members, as applicable. : Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
*(Add separate sheet, if necessary)*
- vi) PAN Card No. : \_\_\_\_\_  
*(Add separate sheet, if necessary)*
- vii) Whether General Power of Attorney/ Board of Directors Resolution/ Deed of Authority executed in favour of person(s) authorized to sign the Tender document, and the Contract, and all correspondence/ Documents thereof attached *(Please attach a certified copy of the relevant document):* (YES/ NO)
- viii) Whether an Affidavit on Rs. 100/- Stamp paper stating that every information furnished by the Tenderer is correct and to the best of his knowledge and that no criminal/ income tax/ blacklisting case is pending against him attached *(Please attach the affidavit:* (YES/ NO)

**PART- B: RELEVANT EXPERIENCE IN THE PAST THREE YEARS**

The Bidder is required to furnish the following information  
*(please attach separate sheets where necessary):*

1. (i) Organizational Structure.  
(iii) Experience in Garbage Collection and Disposal Works.
2. Relevant experience in past three years. The Bidder must furnish certified documents like Letter of Award/ Offer, Work Order, Contract Agreement, Certificate of Completion etc. indicating experience and execution of similar works for fulfilling the eligibility criteria and also furnish information in following format *(please add rows as necessary for other sectors, if applicable):*

S. No.	Name of Projects	Name of Client	Value of work (Rs.)	Date of Commencement	Date of completion	Whether supporting documents enclosed (Yes/No)

3. A brief write-up on the technology/ methodology to be adopted by the Bidder for executing each of the two works: Camp-Cleaning and Cleaning of tracks.
4. Any other relevant details *(Please add separate sheets, as necessary).*

**PART- C: DETAILS OF TURNOVER**

The Bidder must furnish certified copies of Audited Balance Sheet of last three years and furnish the information in following format (*please add rows as necessary*).

S. No.	Financial Year	Turnover (Rs.)
1.		
2.		
3.		

**PART- D: DETAILS OF KEY PROFESSIONALS/ OTHER SENIOR OFFICIALS**

S. No.	Name of the key Professionals/senior officials	Educational Qualification	Yearly salary package (Rs.)	Date from which employed with the Agency	Brief Experience (*)

*Note: (\*) CV may also be enclosed.*

**PART- E: Detailed proposal with regard to cleaning of Camps, considering the job description. The proposal must specifically mention manpower (number of supervisors and workers Camp-wise), consumables, and list of other items (bins, uniforms, brooms, buckets, mugs etc.) that would be used for Camp cleaning.**

**PART- F: Detailed proposal with regard to cleaning of Tracks, considering the job description. The proposal must specifically mention manpower (number of supervisors and workers Track-wise), consumables, and list of other items (bins, uniforms, brooms, buckets, mugs etc.) that would be used for Track cleaning.**

**PART- G: DECLARATION CERTIFICATE**

I, \_\_\_\_\_, working as \_\_\_\_\_  
\_\_\_\_\_ in this organization and authorized to issue this  
certificate, certify that:

- (b) We have gone through the contents of the DNIT dated -----  
and the related Tender Documents and fulfil the prescribed  
eligibility criteria as per the Tender Document.
- (b) All relevant documents are enclosed with our Technical Bid.
- (c) The contents of our Technical Bid have been duly  
authenticated and are based on actual work carried out by our  
Agency, as per record.
- (d) We accept all the Terms and Conditions mentioned in the  
DNIT.
- (e) We have understood that in case it is found that our agency  
does not fulfil any of the conditions, or relevant details/  
supporting documents are not found to be enclosed, we may  
not be given any opportunity for any clarifications and our  
Technical Bid may be evaluated based on available  
documents in the Technical Bid.

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

Signature of the Bidder (*with seal*)  
Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Designation: \_\_\_\_\_

**SCHEDULE – B (Format for Financial Bid)**

Tender Document Serial No .....

**(Note: The Bidders are required to invariably quote rates (inclusive of all taxes and statutory levies) in both figures and words failing which their bid is liable to be rejected).**

**PART – A:**

i) The following rates (in Rs.) per month (30 days) are offered for cleaning of various Camps:

<b>S. No</b>	<b>Location</b>	<b>Rate (in Rs.)</b>	<b>(Rupees in words)</b>
1	Nunwan		
2	Chandanwari		
3	Point 2 KM from Chandanwari on the Yatra Route		
4	Pissu Top		
5	Point 5.5 KM from Chandanwari on the Yatra Route		
6	Zojibal		
7	Nagakoti		
8	Sheshnag		
9	Wavbal Top		
10	M.G. Top		
11	Poshpathri		
12	Kelnar 1		
13	Kelnar 2		
	Total		

**PART - B**

**ABSTRACT OF COST (inclusive of all taxes and statutory levies)**

**Note: CLEANING OF CAMPS (Add rows where necessary)**

**d) Manpower on per month basis (Rs.)**

#	Description	Number of persons (A)	Rates offered per head (Rs.) (B)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.	Supervisors				
2.	Sanitation Workers				
3.	Other workers				
4.					

**e) Details of other items offered for Yatra period (on per month basis)**

#	Name of the item	Make (brand)	Capacity (if applicable)	Quantity offered per month (A)	Rates offered per month per item (B) (Rs.)	Monthly Amount (AxB) (Rs.)
1.	Bins					
2.	Garbage Disposal Trucks					
3.	Agronet					
4.	Carts					
5.	Uniforms					
6.	Other cleaning Devices/ items					

7.						
8.						
9.						
10.						

**f) List of consumables offered (on per month basis)**

#	Consumables	Make (brand)	Quantity offered per month (A)	Rates offered per month per quantity (B) (Rs.)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.						
2.						
3.						
4.						
5.						

**CLEANING OF TRACK (Add rows where necessary)**

**d) Manpower on per month basis (Rs.)**

#	Description	Number of persons (A)	Rates offered per head (Rs.) (B)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.	Supervisors				

2.	Sanitation Workers				
3.	Other workers				
4.					

**e) Details of other items offered for Yatra period (on per month basis)**

#	Name of the item	Make (brand)	Capacity (if applicable)	Quantity offered per month (A)	Rates offered per month per item (B) (Rs.)	Monthly Amount (AxB) (Rs.)
1.	Bins					
2.	Garbage Disposal Trucks					
3.	Agronet					
4.	Carts					
5.	Uniforms					
6.	Other cleaning Devices/ items					
7.						
8.						
9.						
10.						



f) List of consumables offered (on per month basis)

#	Consumables	Make (brand)	Quantity offered per month (A)	Rates offered per month per quantity (B) (Rs.)	Monthly Amount (AxB) (Rs.)	Monthly Amount in words
1.						
2.						
3.						
4.						
5.						

We accept all the clauses of DNIT issued vide No \_\_\_\_\_ dated \_\_\_\_\_ for Shri Amarnathji Yatra-2014, without any reservations.

Signature \_\_\_\_\_

Designation \_\_\_\_\_

Name \_\_\_\_\_

Date

\_\_\_\_\_  
(Authorized Signatory)

