



CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY,
(A Scientific Society, Ministry of Electronics and Information
Technology, Govt. of India)
SHORANUR ROAD, M.G. KAVU, P.O. ATHANI, THRISSUR 680 581,
Kerala, India
Tel No.: 0487 – 2201156-59; Fax 0487 – 2201347
Email : cmett@cmet.gov.in URL : www.cmet.gov.in

TENDER NOTICE

Sealed Tenders (Two bid system) are invited from either the Principal/OEM itself, or by Agent/Dealer on behalf of the Principal/OEM, for the supply, installation, commissioning and demonstration of stores mentioned below, as per the tender document attached herewith.

S.No	Brief Description of Stores	Tender No.	Qty
1	Tuneable Monochromator (Specification as per Annexure –VI)	TR/PUR/038/2021	1 No
Last Date for Receipt of Tender		12.01.2023 (upto 15.00 hrs)	
Date of Opening of Technical Bids of Tender		12.01.2023 (at 15.30 hrs)	

Tender shall be prepared in the prescribed format .

It is requested that the quotations along with literature, if any, may please be sent so as to reach The Administrative Officer, C-MET at the address given above, on or before the due date and time. The envelope should be superscripted with the **enquiry reference number and name of the item and date of tender opening**. Please submit your quotation **on or before 15.00 hrs on the due date**, in accordance with the terms and conditions

TENDERS NOT IN THE PRESCRIBED FORMAT AS PER Annexure II WILL BE TREATED AS NON- RESPONSIVE & WILL BE REJECTED

All tenderers shall submit a checklist as in the attached format and submit alongwith the technical bid

Sd/-
Administrative Officer

TERMS AND CONDITIONS

1. **ELIGIBILITY:** (i) The tender shall be submitted by either the Principal/OEM itself, or by Agent/Dealer on behalf of the Principal/OEM, but both cannot bid simultaneously for the same product in the same tender. If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another principal/OEM in the same tender for the same item/product. When a firm sends quotation for an item manufactures by some different company, the firm is also required to attach in its quotation, the manufacture's authorisation certificate and also manufacture's confirmation of extending the required warranty for that product. In cases where the manufacturer has submitted the bid, the bids of its authorised dealer will not be considered.

(ii) The bidder having beneficial ownership in countries which share land border with India will be eligible to bid , only if they are registered with the Department of Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Government of India. The copy the valid registration document shall be submitted along the bid. The bidder shall attach the self declaration as in Annexure-III

(iii) The bidder or its OEM (themselves or through resellers) should have supplied at least one equipment of same or higher specification in India to any Central/State Govt. Organization/PSU/Public Listed Company during the last three years. Copies of relevant contracts to be submitted along with bid in support of having supplied the item as above.

2. **Only items with minimum 20% domestic value addition/local content can participate in the tender. A self declaration in this respect shall be submitted along with the bid as in Annexure-IV.**

“Local content” means the amount of value added in India which shall, unless otherwise prescribed by Govt. of India, be the total value of the item procured(excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

“Class-I local supplier” means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 50%, as defined by Govt. of India.

“Class-II local supplier” means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50%, as defined by Govt. of India.

3. The quotation must be in the prescribed form, which contains the declarations, furnished by Procuring Entity (C-MET) and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested; if not, the quotation will not be considered. Quotation written in pencil will not be considered. The seal and signature of the authorised signatory shall be put on all the pages. **Tenderers may use the form attached (Annexure –II) or may type the same on their letter head.** Tenders not in the prescribed form will be treated as non responsive and will be rejected.
4. **Earnest Money Deposit (EMD)**
 - i. Bid Security declaration in lieu of Earnest Money Deposit (EMD) on a Stamp paper of value Rs.500 in the prescribed format **(Annexure-V).**
 - ii. If any bidder modify or withdraw their Bid during the period of validity, the bidder will be suspended for period of Three years for bidding against C-MET notifications

iii. EMD exemption :

The firms which are registered with GeM and the Micro and Small Enterprises (MSE) which are registered as MSE with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises, indicated below are exempted from EMD:-

- a) District Industries Centres;
- b) Khadi and Village Industries Commission;
- c) Khadi and Village Industries Board;
- d) Coir Board;
- e) National Small Industries Corporation;
- f) Directorate of Handicraft and Handloom; and
- g) Any other body specified by the Ministry of MSME

The exemption is subjected to furnishing of relevant valid certificate for claiming exemption and shall be kept along with Techno-Commercial Bid. **The benefit is meant for procurement of only goods produced and services rendered by the MSEs and not for any trading activities by them.**

5. The specifications for the items quoted should be explicitly clear and all available technical literature, catalogues and other data in support of the specification of the items should be furnished along with the quotation. **Minimum specifications for the required item are given at Annexure- VI.**
6. **Two Bid System** will be adopted for this tender;-
 - A. **Envelope No. 1: Called " Techno-Commercial Bid " shall contain :**
 - a. Bid Security declaration in lieu of Earnest Money Deposit (EMD) on a Stamp paper of value Rs.500 in the prescribed format.
 - b. A copy of registration certificate with DPIIT in the case of bidder having beneficial ownership in countries which share land border with India,
 - c. The Self-certification of Eligibility for bidding in the prescribed formats .
 - d. Self-certification as to the percentage of local content in the item quoted, in the case of Class –I local supplier and Class –II local supplier.
 - e. Copies of Registration as MSME/Start up/Make in India, in support of claim exemptions from EMD, Bidder/OEM Turnover and Bidder/OEM experience.
 - f. Detailed Technical features of the equipment/Item quoted.
 - g. Technical Quality and Performance of the Item quoted.
 - h. Technical Compliance Report for all Clauses in Technical Specifications..
 - i. Confirmation letter that the financial bid covers all the items of the tender document.
 - j. Manufacturer's Authorization Form .
 - k. Commercial Terms and Conditions documents sought in the Tender except Price and related financial details Form of Details about Tenderer along with the following documents.

- l. A certified Xerox copy of Partnership deed / memorandum of articles and associations.
- m. Power of attorney, if required.
- n. Certified copy of valid latest Income Tax clearance certificate.
- o. Details of service centers, international offices, point of presence, including registration details, if any.
- p. List of service stations / Customer support stations in India, with detailed address and phone numbers and contact person through whom services will be provided (if required).
- q. Documents of previous Experience of Bidder's Eligibility, Purchase order & Completion certificate of end users.
- r. Detailed information regarding previous experience of supply and installation of the similar equipment/systems to any Government Organization and list of the clients.

B. Envelope No. 2 : Called " Financial Bid " shall contain:

- i) Duly filled prescribed Bid Form and Price Schedule with proper seal and signature of authorized person on each paper of tender.
 - ii) Item-wise unit cost as well as total cost for total requirement should be quoted in clean and neat manner in figure as well as words.
7. Only one quotation should be sent in one envelope for a specified equipment/instrument.
8. Quotation should be valid for a minimum period of Ninety Days from the due date.
9. The Techno-commercial Bid and Financial Bid should be sealed separately and clearly indicate **"Envelope No. 1 – Techno-Commercial Bid"** and **"Envelope No. 2 – Financial Bid"**. The two sealed envelopes should be kept in a third larger envelope. The tender shall be **properly sealed and Name of the item, tender Reference No., and Due date shall be clearly super scribed on outer envelope.**
10. The quotation should reach **on or before 12.01.2023 , 15.00 hrs** , to the Administrative Officer, C-MET, (Centre for Materials for Electronics Technology, Shornur Road, Mulankunnathukavu (P.O), Athani – 680 581, Kerala State, India. The bid will be opened on **12.01.2023 , 15.30 hrs** at C-MET, Thrissur.
11. C-MET reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
12. Manufacturer's name and country of origin of materials offered must be clearly specified. Please quote whether your organization is large scale industry or small scale industry. If you have NSIC/MSE/MSI/DGS & D Certificate. Please attach it to the quotation . Mention your registration details.
13. Complete details and ISI specification if any must accompany the quotation. Make/brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.

14. Samples must be submitted where specified along with the quotations. Samples must be carefully packed, sealed and labeled clearly with enquiry number, subject and sender's name for easy identification. Rejected samples, will be returned at your cost if insisted.
15. All drawings sketches and samples, if any, sent along with this enquiry must be returned along with quotations duly signed .
16. All supplies are subject to inspection and approval before acceptance. Manufacturer/supplier warranty certificates and manufacturer/Government approved lab test certificates shall be furnished along with the supply, wherever applicable.
17. C-MET reserves the right to modify the quantity specified in this enquiry.
18. **Currency of quote** : All quote shall be in Indian Rupees and the quotations other than in Indian Rupees will be treated as no-responsive and hence be rejected.
19. The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be free delivery at destination including all charges otherwise the quotation is likely to be rejected. If there is no indication regarding the FOR, in the quotation, then it will be considered as FOR destinations. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.
20. In case the items in the enquiry are covered by any rate contract or running contract finalized by the DGS & D or any other state or central Government, is should be specified in your quotation and accepted contract rates should also be mentioned. It should be confirmed whether you could supply at the RC rates outside rate contract.
21. Delivery period required for supplying the material should be invariably specified in the quotation.
22. In case your quotation is accepted and order is placed on you, the supply against the order should be made within the period stipulated in the order, C-MET reserves the right to recover any loss sustained due to delayed delivery by way of penalty. In case of failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week or a part thereof shall be levied subject to a maximum of 10% in respect of items which are not supplied. The decision of C-MET shall be final in this regard.
23. If the deliveries are not maintained and due to that account Procuring Entity (C-MET) is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.
24. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Thrissur only.
25. Our normal payment terms is 100% (hundred percent) within 30 (thirty) days on receipt and acceptance of material at our site in good condition.
26. **Evaluation of Tenders**
 - a. All tenders are evaluated strictly on the basis of the terms and conditions incorporated in the tender document and those stipulated by the tenderers in their tenders. Tenders that do not meet the basic requirements specified in the bid documents are treated as unresponsive and ignored.
 - b. Evaluation is based only on the conditions included in the tender document and any other condition will not form the basis of this evaluation.
 - c. **Evaluation of eligibility/qualification Criteria:** Procuring Entity will determine, to its satisfaction, whether the tenderers are eligible, qualified and capable in all respects to perform the contract satisfactorily. Tenders

that do not meet the required eligibility/qualification criteria prescribed will be treated as unresponsive and not considered further.

- d. **Evaluation of Technical Suitability:** The description, specifications, drawings and other technical terms and conditions are examined with respect to the specifications Procuring Entity. Minor exceptions/deviations may be waived provided they do not constitute any material deviation and do not have significant financial impact and, also, would not prejudice or affect the ranking order of the price bid. Exceptions/deviations should not grant the tenderer any undue advantage vis-à-vis other tenders and Procuring Entity.
- e. **Evaluation of Commercial Conditions:** The commercial conditions quoted by the Tenderer are evaluated to confirm that all terms and conditions specified in the Tender have been accepted without reservations by the tenderer. Only minor deviations may be accepted/allowed, provided these do not constitute material deviations without financial impact and do not grant the tenderer any undue advantage vis-à-vis other tenders and Procuring Entity.
- f. **Evaluation of Financial Bids and Ranking of Tenders in general:**
 - a) The financial bids of only responsive and technically accepted tenders will be opened and evaluated.
 - b) If the price bid is ambiguous so that it may very well lead to two equally valid total price amounts, then the bid should be treated as unresponsive.
 - c) Sometime certain bidders offer suo motu discounts and rebates after opening of the tender(techno-commercial or financial). Such rebates/discounts should not be considered for the purpose of ranking the offer but if such a firm does become L1 at its original offer, such suo motu rebates can be incorporated in the contracts. This also applies to conditional rebates, for example, rebate for faster payments, and so on.
 - d) Normally, the comparison of the responsive tenders shall be on total outgo from the Procuring Entity's pocket, for the procurement to be paid to the supplier or any third party, including all elements of costs as per the terms of the proposed contract, including any taxes, duties, levies etc, freight insurance etc. Therefore it should normally be on the basis of FOT/FOR destination basis, duly delivered, commissioned, as the case may be.
 - e) Unless otherwise specifically indicated as inclusive in the total price, if any of the bidders has failed to quote any cost element; such as freight, packing charge etc., the highest of the charge quoted by other parties shall be taken for comparison and ranking.
 - f) In the case of bidders who are not registered with GST, the price comparison shall be after adding reverse tax payable by Procurement entity.
 - g) In the case of goods manufactured in India or goods of foreign origin already located in India, GST and other similar taxes and duties, which will be contractually payable (to the tenderer) on the goods are to be added.
 - h) As per policies of the Government from time to time, the purchaser reserves his option to give price/purchase preferences as indicated in the tender document.
 - i) Arithmetical errors will be rectified on the following basis. 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. If the supplier does not accept the correction of errors, its bid will be rejected. 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. If there is a discrepancy between words and figures, the amount in words will prevail

27. Procurement Preference :

- i. Procurement preference is given to Micro and Small Enterprises registered with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises, indicated below, as per Public Procurement preference Policy of Govt. of India:
 - a) District Industries Centres;
 - b) Khadi and Village Industries Commission;
 - c) Khadi and Village Industries Board;
 - d) Coir Board;
 - e) National Small Industries Corporation;
 - f) Directorate of Handicraft and Handloom; and
 - g) Any other body specified by the Ministry of MSME
- ii. The benefit is also available to MSEs, who are having Udyog Aadhar Memorandum
- iii. This benefit is available only for procurement of only goods produced and services rendered by MSEs and not for any trading activities by them.
- iv. An MSE Unit will not get any purchase preference over another MSE Unit.
- v. Procurement Preference is also extended to suppliers registered under "Make in India" and where the minimum local content is 50%, as per Public Procurement (Preference to Make in India), order, 2017.

28. **Warranty clause :** The items covered under this tender, shall be covered minimum **one year** on site comprehensive warranty . The warranty shall be given by the Original Equipment Manufacturer. If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including transporting cost both the ways. AMC charges for 2 years after Standard Warranty Period of one year shall be indicated year wise separately
29. **Availability of Spare Parts :** The availability of spare parts shall be ensured for period of 10 years from the date of installation.
30. On selection, he/she shall be required to provide security deposit as performance guarantee for an amount of 3% of the purchase value of the equipment(s) in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee (**Annexure-VII**) from the Commercial Bank, which shall be valid for entire performance guarantee period plus 60 days, within 14 days from the date of communication Purchase Order.

Sd/-
(Administrative officer)

(MANDATORY FORM)*(Ref. Sl. No. 3 of Terms & conditions , Annexure –I)****Tender Format**

Name of the Firm :

(Specify whether authorized agent or OEM)

Name of the Manufacturer:

Firm Registration No. (If any)		Date			
GST No.		PAN (Attach photocopy)			
Phone	Address :				
Fax					
Email					
URL					
Tender Schedule : All rates in Figures and in Words in Rupees					
Tender No. and Date					
Sr. No.	Description and Specification	Qty	Unit	Rate per unit	Amount
Packing / Forwarding charges					
GST					
Total value					
Delivery Terms					
Delivery Schedule :					
Enclosed Specifications/Drawings/Special Conditions of Contract :					
Item /Tender Specific Conditions of this Tender :					
<p>I/we engage to supply the material(s) to your office and comply the following</p> <ol style="list-style-type: none"> 1) Item quoted has minimum 20% domestic value addition/local content 2) Tender schedule and technical specification indicated 3) Item/tender specific conditions for this tender 4) Terms and conditions as per Annexure III and III (A) 5) General conditions of contract signed by me at the time of supplier registration (for registered suppliers) 6) I/we confirm that set off for the GST paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under GST 7) This offer is valid for 90 (ninety) days from the date of opening of the tender 8) That we have not been debarred by any Government /Undertaking 9) That the rates quoted are not higher than the rates quoted for same item to any Government/ Undertaking 10) That the bid submitted by us is properly sealed and prepared as to prevent any subsequent alteration and replacement. 					
Signature & Seal Place & Date		Name of Authorised Signatory			
Address		Tel. No/Fax No/ Mobile No. Email id			

*** TENDERS NOT IN THE PRESCRIBED FORMAT WILL BE TREATED AS NON- RESPONSIVE & WILL BE REJECTED**

(Ref. Sl. No. 1 of Terms & conditions , Annexure –I)

(TO BE TAKE ON LETTER HEAD OF THE BIDDER)

SELF DECLARATION IN RESPECT OF ELIGIBILITY FOR BIDDING

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India;

I certify that;-

****i) this bidder is not from such a country ,***

****ii) this bidder is from such a country, has been registered with the Competent Authority.***

I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered.

* Strike out which is not applicable

Authorized Signatory

(Where applicable, evidence of valid registration by the Competent Authority shall be attached)

(Ref. Sl. No. 2 of Terms & conditions , Annexure –I)

(TO BE TAKE ON LETTER HEAD OF THE BIDDER)

**SELF DECLARATION IN RESPECT OF LOCAL CONTENT
(Applicable for Local suppliers)**

- A. *I certify that the item quoted has local content equal to or more than and come under Class-I/Class-II local supplier category. The stated local content will not include the service such as transportation, insurance, installation, commissioning, training and after sales service support like AMC/CMC etc, as local value addition.*
- B. *The details of the location(s) at which the local value additions made is/are as under;-*

*Name of the Firm—
Address -*

Authorized signatory

(Ref. Sl. No. 4 of Terms & conditions , Annexure –I)

BID SECURITY IN LIEU OF EMD
(ON STAMP PAPER WORTH Rs.500/-^{*})

Date :
Tender Reference No.:
Item No.:
Name of Stores/Goods/Equipment:

To
Centre for Materials for Electronics Technology (C-MET)
Shoranur Road,
M.G. Kavu, P.O. Athani,
Thrissur – 680 581, Kerala, India

Sir,
Having examined the Bidding Documents of Tender No. _____ (*Insert Tender No.*),
We the undersigned, offer to supply and deliver
_____ (*brief description of Goods and Services*) in conformity with the said bidding documents for the same for the price quoted in the Commercial Bid or such other sums as may be ascertained in accordance with the Schedule of Prices attached with the Commercial Bid and made part of this bid.

We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Techno-Commercial bid of the Tender Document.

If our bid is accepted, we will submit the performance security deposit as directed in Tender Document for the due performance of the Contract, in the form prescribed by C-MET.

We agree to abide by this bid for a period of 90 (ninety only) days after the date fixed for bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We accept that if we withdraw or modify our Bids during the period of validity, or if we are awarded the contract and we fail to sign the contract, or to submit a performance security before the deadline defined in the bid document, we will be suspended for a period of three years from being eligible to submit Bids for contracts with C-MET.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

(Signature of the authorized representative of the Bidder)

.....
Name and designation of the officer
.....
.....

Seal,

(Ref. Sl. No. 5 of Terms & conditions, Annexure -I)

TUNEABLE MONOCHROMATOR

Tuneable Monochromator is required to obtain light intensity through selection of various monochromatic wavelengths. The device source should possess following features.

1. Wavelength range: 400 to 2100 nm
2. Resolution: 0.5nm to 15nm
3. Light Source: Tungsten halogen lamp (min. 150W)
4. Light source has to be included with monochromator
5. The monochromatic light is be coupled to optical fiber
6. The device can be grating type
7. Output should be compatible with SMA connectors
8. No of Gratings: 2 or 3
9. Wavelength Accuracy: <0.5nm
10. Wavelength repeatability: 0.2nm
11. Stray light should be <0.05%
12. Display : Digital
13. Display type: LED/LCD
14. Device should be suitable for fixing on optical bench
15. Input power supply: 230V AC \pm 10%, 50Hz
16. Operating temperature: 0 to 50°C

Other items

- I. Free Installation
- II. Installation and commissioning are to be done at C-MET Thrissur
- III. After the installation and commissioning of machine, training on operation, maintenance, etc have to be provided to our staff at C-MET Thrissur.
- IV. All the specifications quoted should be demonstrated on site at the time of installation.
- V. The complete instrument and accessories should be under warranty for a period of 1year from the date of installation. The service personnel (preferably South India based) should respond within 24 hours for repairs.
- VI. Vendor should provide us detailed list of installation (minimum 03 installations) in India with all contact details and model details so that C-MET Thrissur can approach the contact person for feedback.
- VII. Operations manual in English should be provided.

Ref. Sl. No. 30 of Terms & conditions , Annexure –I)

MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

To

Centre for Materials for Electronics Technology (C-MET),
Shornur Road, Athani P.O., Thrissur, Kerala, Pin – 680 581

WHEREAS (name and address of the supplier)
(hereinafter called “the supplier”) has undertaken, in pursuance of contract no.....
datedto supply (description of goods and services) (herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you
with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein
as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the
supplier, up to a total of (amount of the guarantee
in words and figures), and we undertake to pay you, upon your first written demand declaring the
supplier to be in default under the contract and without cavil or argument, any sum or sums within
the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds
or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting
us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to
be performed thereunder or of any of the contract documents which may be made between you and
the supplier shall in any way release us from any liability under this guarantee and we hereby waive
notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

Check list for Tender No. TR/PUR/038/2021

Sl.No	Particulars	Please put '√' mark
1	Whether tender submitted in the prescribed format (Either in the attached format or in the letter head)	Yes/No
2	Whether registered under GST ACT	Yes/No
3	Whether submitted in two bid system/ single bid system	Yes/No
4	Whether eligible for procurement preference	Yes/No
5	Whether warranty as required by us quoted	Yes/No
6	Whether the envelope containing quotations properly addressed, sealed and super scribed as required	Yes/No
7	Whether principal supplier/ OEM itself or Agent /Dealer of behalf of Principal/OEM	Principal Supplier/OEM or Agent or Dealer of Principal supplier/OEM
8.	Whether item quoted has minimum 20% domestic value addition/local content	Yes/No

Place:
Date:

Name, Signature & Seal
of Authorised Signatory