

**I. SCHEDULE FOR PACKAGING OF DRUGS AND MEDICINES
GENERAL SPECIFICATIONS**

1. No corrugate package should weigh more than 15 kgs (ie., product + inner carton + corrugated box).
2. All Corrugated boxes should be of 'A' grade paper ie., Virgin.
3. All items should be packed only in first hand boxes only.

FLUTE:

4. The corrugated boxes should be of narrow flute.

JOINT:

5. Every box should be preferably single joint and not more than two joints.

STITCHING:

6. Every box should be stitched using pairs of metal pins with an interval of two inches between each pair. The boxes should be stitched and not joined using calico at the corners.

FLAP:

7. The flaps should uniformly meet but should not overlap each other. The flap when turned by 45 - 60° should not crack.

TAPE:

8. Every box should be sealed with gum tape running along the top and lower opening.

CARRY STRAP:

9. Every box should be strapped with two parallel nylon carry straps (they should intersect).

LABEL:

10. Every corrugated box should carry a large outer label clearly indicating that the product is for "**Madhya Pradesh Govt. Supply - Not For Sale**". The lower one third of the large label should indicate in bold, the value of the product as depicted in Annexure II of this document.
11. The product label on the carton should be large atleast 15cms x 10cms dimension. It should carry the correct technical name, strength or the product, date of manufacturing, date of expiry, quantity packed and net weight of the box.

OTHERS:

12. No box should contain mixed products or mixed batches of the same product.

II. SPECIFICATION FOR CORRUGATED BOXES HOLDING TABLETS / CAPSULES/PESSARIES

- (1) The box should not weigh more than 7-8 kgs. The grammage of outer box should be 150 gsm and inside partition / lining should be 120gsm.
- (2) The box should be of 5 ply with Bursting strength of 9 Kg/ Cm²

III SPECIFICATIONS FOR OINTMENT / CREAM/ GELS PACKED IN TUBES:

- (1) No corrugate box should weigh more than 7-8 Kgs.
- (2) Every Ointment tube should be individually packed in carton and then packed in 20's in a grey board box, which may be packed in a corrugated box.

- (3) Grammage : Outer box should be 150 gsm
inside partition / lining should be
120gsm.

VII. SPECIFICATIONS FOR INJECTABLE (IN VIALS AND AMPOULES)

- (1) Vials may be packed in corrugated boxes weighing upto 15 Kgs. Ampoules should be packed in C.B weighing not more than 8 kgs.
- (2) C.B. for vials should be of 150 Gsm (outer box should be 150 gsm and inside partition / lining should be 120 gsm) and 7 ply, while C.B. for ampoules should be of 150 Gsm (outer box should be 150 gsm and inside partition / lining should be 120 gsm) and 5 ply.
- (3) Bursting strength for CB boxes for
- a. Vials : Note less than 13 Kg/Cm²
 - b. Amp : Note less than 9 Kg/Cm²
- (4) In the case of 10 ml Ampoules 100 or 50 ampoules may be packed in a grey board box. Multiples of grey board boxes packed in CB. In case of ampoules larger than 10 ml only 25 ampoules may be packed in a grey board box with partition.
- (5) If the vial is packed in individual carton, there is no necessity for grey board box packing. The individual carton may be packed as such in the CB with centre pad.
- (6) In case of ampoules every grey board box should carry 5 amps. Cutters placed in a polythene bag.
- (7) Vials of eye and ear drops should be packed in an individual carton with a dispensing device. If the vial is of FFS/BFS technology, they should be packed in 50's in a grey board box.

AGREEMENT

THIS AGREEMENT made the day of, 20..... Between
(*Name of purchaser*) of (*Country of Purchaser*) (hereinafter "the Purchaser") of
the one part and (*Name of Supplier*) of (*City and Country of
Supplier*) (hereinafter called "the Supplier") of the other part :

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz;
Supply of Drugs and Medicines in the tender reference No.001/DRUG/GOMP/2011,
dt.13.07.2011 (*Brief Description of Goods and Services*) and has accepted a bid by the
Supplier for the supply of those goods and services for the sum of
.....(*Contract Price in Words and Figures*) (hereinafter called "the Contract
Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as
are respectively assigned to them in the Conditions of Contract referred to, and they
shall be deemed to form and be read and construed as part of this agreement.

2. The following documents shall be deemed to form and be read and
construed as part of this Agreement, viz.:

- a. The Letter of Acceptance issued by the purchaser.
- b. The Notice Inviting Tender
- c. The supplier's bid including enclosures, annexures, etc.
- d. The Terms and Conditions of the Contract
- e. The Schedule of Requirement
- f. The Technical Specification

g. Any other document listed in the supplier's bid and replies to queries, clarifications issued by the purchaser, such confirmations given by the bidder which are acceptable to the purchaser and the entire Addendum issued as forming part of the contract.

3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide, the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the goods and services which shall be supplied / provided by the Supplier are as under.

Sl. No	Drug Code	Brief Description of Goods & Services	Tender Qty in Nos	Unit Price	Sales tax in %	Total value inclusive of sales tax
Total contract value						

DELIVERY SCHEDULE:

Supply shall commence within 30 days and shall complete within 60 days from the date of purchase order.

IN WITNESS where of the parties here to have caused this Agreement to be executed

in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said..... (For the Purchaser)

in the presence of

Signature

Name

Address

Witness 1.

2.

Signed, Sealed and Delivered by the

Said (For the Supplier)

in the presence of

Signature

Name

Address

Witness 1.

2.

DETAILS OF MANUFACTURING /IMPORTING UNIT

Name of the Tenderer & Full Address :

PAN Number :

Phone Nos. :

Fax :

E-Mail :

Date of Inception :

Licence No. & Date :

Issued by :

Valid up to :

Details of installed Production Capacity :

Details of Installed Production Capacity for 60 days / 1 year
(In Terms of Unit Packs)

Tablets :

Capsules

General :

Beta-Lactum :

Injections

Ampoules :

Vials :

I.V.Fluids :

Sterile Powder :

Liquids

Suspension :

Syrups :

Drops :

Ointment :

Powders :

Antiseptics /
Disinfectants :

Name & designation of the authorised signatory :

Specimen signature of the authorized Signatory :

* The details of manufacturing unit shall be for the premises where items quoted are actually manufactured

PROCEDURE FOR BLACK LISTING

BLACKLISTING OF PRODUCT / TENDER IF ANY WITHDRAWAL OF TENDERER

1. The Successful tenderers fail to execute the agreement, to perform the obligations under the tender conditions and commits default in the performance of the contract, such tenderers will be blacklisted for a period of 5 years.
2. The tenderers who have withdrawn after participating in the tender will be ineligible to participate for a period of 5 years.

BLACKLISTING FOR QUALITY FAILURE.

3. Each and every batch of drugs / medicines supplied by the suppliers shall be subjected to quality test by the laboratories empanelled through open tender process.
4. The samples are collected from the Stores from each batch of supply of the same drugs and after eliminating the common batch, samples shall be taken in random, decoded and to be sent to the empanelled testing laboratories for testing the quality of drugs.
5. If such sample passes quality test in all respects, ordering authority will instruct its store to issue such items of drugs to various hospitals / Institutions.

6. If the sample fails in quality test and report is received certifying that sample is **NOT OF STANDARD QUALITY**, one more sample shall be drawn from the same batch and to be sent to Government Laboratory for quality testing.
7. (a) If such sample passes the quality test, the drugs representing the sample shall be qualified for issue to various Directorates / Institutions.

(b) If such sample fails the quality test and on receipt of report from the Government laboratory, the drugs of the batch are not qualified for issue and the supplier shall be informed to take back the drugs supplied in the batch, which failed the quality test, as per the Tender condition and other consequences would follow as per the conditions in the Tender documents.
- . If two batches of particular items supplied by the supplier fail in test for ASSAY content during the tender period, the particular item of the drug supplied by the supplier shall be blacklisted, after observing the procedure laid down in Para 10 (a).
8. If three batches of particular item supplied by the supplier fails in quality test in parameters mentioned in Pharmacopoeia ASSAY and other than ASSAY content during the tender period, then the particular items shall be blacklisted for the firm after observing the procedure laid down in Para 10(a).

9. In case of any sample in even one batch declared as **spurious or adulterated or misbranded by the Government Analyst**, the company should be blacklisted.
10. (a) When on complaint from Drug Inspector during their Test of field sample, that the particular drug has been reported to be of NOT OF STANDARD QUALITY, the issue of available stock of the items will be stopped. Available stock of the product in hospitals will be retrieved. The supplier shall be called upon to explain why the product should not be blacklisted. On receipt of his explanation and scrutiny of record, decision will be taken by the ordering authority to decide the appropriate punishment / penalties.
- (b) If four batches of particular items supplied by the supplier fails as in Para 10 (a) and reported by the Government Analyst then the particular items shall be black listed after observing the procedure laid down Para 10(a).
- (c) If the supplier supplied more than one item and 50% of such items during relevant tender period, fail, then **the supplier** shall be blacklisted, after observing the procedure laid down Para 10(a).
11. (a) On receipt of report from Govt. Analyst / Drug Testing Laboratory informing that particular Item / Drug is **NOT OF**

STANDARD QUALITY, a notice shall be issued to the supplier calling for explanation within 7 days from the date of notice.

On receipt of explanation from the supplier, the ordering authority may take appropriate action on merits of the case and impose penalty including the blacklisting of the particular item of the product / supplier.

- (b) If the particular item of the drug has been black listed according to the procedure stated above, the supplier/s is/are not eligible for participating any of the tenders for the particular item floated for a period of 5 years immediately succeeding the period in which supplies were made to Govt. of Madhya Pradesh.
- (c) The supplier/s blacklisted according to the procedure stated above, are not eligible for participating any of the tenders floated for a period of 5 years immediately succeeding the period in which supplies were made to Govt. of Madhya Pradesh.

BLACKLISTING FOR NON-SUPPLY:

- 12. The supplier should supply at least 20% of the ordered quantity at the designated places as per the schedule within 30 days from the date of purchase order and atleast 70% of the ordered quantity at stores of ordering authority within 45th day from the date of purchase order, otherwise ordering

authority will have the right to place orders not exceeding 30% of the ordered quantity from 31st day upto 45th day from the date of purchase order and upto 50% of the order quantity after 45th day from the date of purchase order respectively, on any other matched / unmatched supplier at the discretion of ordering authority. The risk and differential cost will be passed on to the original supplier.

13. Ordering authority will be at liberty to accept the supply made belatedly as per the terms and conditions of the tender document on imposing the Liquidated damages at the rate stipulated in conditions of the tender documents.
14. (a) If the suppliers/s fail/s to execute the Purchase order and inform/s ordering authority about their inability to execute the order and in compliance of the Purchase order due to act of *vis- majure* , then the ordering authority may pass appropriate order on merits of case.

EXPLANATION:

Increase in the cost of raw materials, Power failure, Labour strike, Lay off, Closure of the factory would not be considered as act of *vis-majure*.

- (b) If the supplier fails to execute atleast 50% of the quantity mentioned in single Purchase order and such part supply continues for three consecutive Purchase orders, then the supplier will be ineligible to participate in any of the tenders for particular items of drugs /

medicines for a period of one year immediately succeeding year in which supplier has placed Purchase order.

Provided that before issue of orders as discussed in Para 14 (b) above, the procedure laid down Para 14(a), as applicable shall be observed.

The black listing of particular item of the drug/medicine or the supplier is without prejudice to the other penalty stipulated in the conditions of Tender Documents.

PURCHASE POLICY

DEFINITIONS:-

1. Drugs / Medicines means and includes, for the purpose of this Drug Policy Medicines, Surgical, Sutures and Veterinary items
2. L1 rate means the rate declared by Govt. of Madhya Pradesh for Drugs / Medicines for the period mentioned in the tender documents and whose rate has been considered as L1rate.
3. Matched L1 means the tenderer or tenderers who have consented, in writing, to match the L1 rate for the particular Drugs / Medicines and agreed to abide by the terms and conditions of tender documents.
4. LD means liquidated damages levied by the ordering authority for the delay in supply of the Drugs / Medicines after the expiry of 45 days from the date of order at the rate mentioned in the tender conditions.
5. Unexecuted fine is the fine imposed for the default committed by the supplier in supplying the required quantity of Drugs / Medicines as per the Purchase Order and recovered from any amount due and payable to the supplier.

6. Purchase Order means the order issued by ordering authority to the supplier informing to supply the required quantity of the Drugs / Medicines at the predetermined price and directing the supplier to supply at the designated destination mentioned in the Schedule accompanying the purchase order.
7. Schedule means the schedule annexed to the Purchase Order issued by ordering authority, consisting of the quantity of Drugs / Medicines required, cost of unit of Drugs / Medicines, generic name and code of the Drugs / Medicines, destination, etc.,.
8. Supplier is a person with whom the Purchase Order is placed and who has agreed to supply the Drugs / Medicines on abiding by the terms and conditions of tender document.

ARTICLE 1.

After the conclusion of Price Bid opening (Cover B), the lowest offer of the tenderer is considered for negotiation and rate arrived after negotiation is declared as L1 rate and L1 supplier for an item or items of Drugs / Medicines for which the tender has been invited.

ARTICLE 2.

The tenderer who has been declared as L1 supplier shall execute necessary agreement as specified in the Tender Document on depositing the required amount as Performance Security and on execution of the agreement such

tenderer is eligible for the placement of Purchase Orders for the item or items of Drugs / Medicines quoted by him.

ARTICLE 3.

If two or more than two tenderers declared as L1 suppliers for the same item of Drugs / Medicines, and such tenderers shall execute necessary agreement as specified in the Tender Document on depositing the required amount as Performance Security and on execution of the agreement such tenderer is eligible for the placement of Purchase Orders for the item or items of Drugs / Medicines quoted by them.

ARTICLE 4.

Ordering authority will inform the L1 rate to the other tenderers who were eligible for Price (Cover B) Bid opening, inviting their consent to match L1 rate for the item of the Drugs / Medicines quoted by them and the tenderer who has given consent, in writing, will be considered as Matched L1.

The tender consent for matching L-1 rate shall furnish the breakup details of Price (L-1 Rate) in Format in Annexure-XVI.

ARTICLE 5.

- (a) In the case of purchase of goods where the quantity offered at the lowest price is less than the total quantity required, the ordering authority may, after placing orders with the lowest evaluated tenderer for the entire quantity offered by such tenderer subject to his

ability to supply, require all the other eligible tenderers who participated in the tender and offered a price higher than that offered by the lowest evaluated tenderer, to submit sealed offers of the quantity they would be willing to supply at the price quoted by the lowest evaluated tenderer, and thereafter place orders for the remaining required quantity with all those who match the lowest evaluated price such that those who bid lower prices in the original tender get a higher priority for supply.

- (b) The supplier, on receipt of the purchase order deems that the purchase order exceeds the production capacity declared in the tender documents and the delay would occur in executing the order, shall inform the ordering authority immediately with out loss of time and the Purchase Order shall be returned with in 10 days from the date of the order, failing which the supplier is estopped from disputing the imposition of liquidated damages, fine for the delayed supply.

ARTICLE 6.

- (a) If the L1 supplier has failed to supply the required Drugs / Medicines with in the stipulated time or with in the time extended as the case may be, ordering authority will cancel the purchase orders pending unexecuted and on cancellation,
- (b) Ordering authority will place Purchase Orders with the Matched L1 for purchase of the Drugs / Medicines, Provided such Matched L1

rate tenderer shall execute necessary agreement indicating the production capacity as specified in the Tender Document on depositing the required amount as Performance Security and on execution of the agreement such tenderer is eligible for the placement of Purchase Orders for the item or items of Drugs / Medicines quoted by them.

ARTICLE 7.

Subject to Article 6 of this policy, While ordering authority has chosen to place Purchase Orders with the Matched L1 supplier and there are more than one such Matched L1 supplier, then the Purchase Orders for the requirement of Drugs / Medicines will be placed among them in equal proportions, Provided that no Matched L1 supplier is entitled to be placed Purchase Orders exceeding the production capacity.

ARTICLE 8.

The Matched L1 supplier, on placement of Purchase Order, will be deemed as L1 rate supplier for the purpose of the tender and all provisions of the tender documents applicable to L1 rate tenderer will apply mutatis mutandis to the Matched L1 supplier.

ARTICLE 9.

- (a) The supplier shall start supply the Drugs / Medicines required by ordering authority at the destination mentioned in the schedule, within

the period stipulated in the Purchase Order.

- (b) The Drugs / Medicines supplied in excess of the ordered quantity shall not be accepted and the supplier shall take back the excess at their cost. ordering authority will not be responsible for the loss to the supplier and will not entertain any demand/claim.

ARTICLE 10.

- (a) The supplier shall, after supply of Drugs / Medicines at the specified destinations, submit Excise Invoice (Original), Test Report and other relevant documents etc., at the Head Office of ordering authority claiming payment for the supply made.
- (b) The supplier shall supply the Drugs / Medicines at the specified destination and submit the copy of excise invoice, copy of the Purchase order, Delivery Challan and other relevant documents at the destinations.

ARTICLE 11.

The supplier shall take utmost care in supplying the quality Drugs / Medicines and ensure that the batch number mentioned in the packages of the Drugs / Medicines tally with the batch number mentioned in the Invoice produced to ordering authority for payment. Also the supplier shall ensure the quantity relevant to the Batch Number of the Drugs / Medicines is mentioned in the

invoice. Any variation will delay the payment for the supply.

ARTICLE 12.

It is the duty of the supplier to supply of Drugs / Medicines to the destinations mentioned in the Purchase Order and supply shall conform to the condition mentioned in the provisions of tender documents, viz., logo, nomenclature in Hindi, etc.,

ARTICLE 13.

Subject to Article 11 of this Policy, ordering authority will process the invoices submitted by the supplier and the payments against supply will be made, with in 30 days from the date the Drugs / Medicines supplied has been declared of STANDARD QUALITY by the Empanelled laboratory of ordering authority and the supplier has supplied at least 70% of the quantity ordered.

ARTICLE 14.

If the supplier fails to supply the Drugs / Medicines for the three Purchase Orders, at any point of time, either fully or partly, with in the stipulated time, ordering authority is at liberty to place Purchase Orders with the other tenderers (in ascending order, viz., L2,L3 and so on) at the price offered by them and in such cases the supplier is liable to indemnify ordering authority, WITH OUT ANY DEMUR, for the difference in cost incurred by ordering authority and the ordering authority is entitled to recover the difference in cost from the amount due/payable to the supplier.

ARTICLE 15.

Notwithstanding any thing contained in Article 14, the supplier, after committing the default in supply either partly or fully, can inform ordering authority its willingness to execute the Purchase Order during the tender period but Article 16 will be applied to the Purchase Orders placed with the other tenderers and ordering authority may consider the willingness of the supplier on merit.

ARTICLE 16.

Subject to the provisions in the Tender Document, ordering authority will levy Liquidated Damages, unexecuted Fine and other levy.

ARTICLE 17.

Subject to the conditions mentioned in the Purchase Order, Tender Document, Agreement executed by the supplier and this Policy, the Supplier is entitled for the payment against supply. In case of any discrepancy in levy of LD, Penalty, Unexecuted Fine, Short Passing of Bills, such discrepancy shall be intimated with in 15 days from the date of receipt of payment, failing which ordering authority will not entertain any claim thereafter.

This purchase policy is in addition to, not in derogation of the Tender document and agreement executed by the supplier.

ANNEXURE - XIII

Ref. clause 4.1(r)

List of Items quoted

1. Name of the firm and address
as given in Drug licence :
2. Drug Licence No. in form 25 & 28
or import Licence No. :
3. Date of issue & validity :
4. Revised schedule M compliance
Certificate obtained on :
5. Non-conviction Certificate
Obtained on :
6. Market standing Certificate
obtained on :
7. Details of Endorsement for
all products quoted :

SI. No.	Drug Code	Drug Name	Specifications IP/BP/USP	Date of Endorsement obtained from the State Drugs Controller	Whether Endorsement is in Generic or Trade Name
1.					

Authorised signatory :

Date :

Bar coding details

(As per Government directives-See MOHFW website www.mohfw.nic.in)

BOX NO :
PO NUMBER :
SUPPLIER CODE :
SUPPLIER NAME :
DRUG CODE :
DRUG NAME :
BATCH NO :
MFG DATE :
EXPIRY DATE :
BATCH QUANTITY :
INVOICE NO :
D C NO :



MANDATE FORM

01	Company Name	
02	Postal Address of the company with Telephone No., Fax No. and Mail I.D.	
03	Name of the Managing Director / Director / Manager Mobile No. / Phone No. E-mail I.D.	
04	Name and Designation of the authorized company official Mobile No. E-mail ID	

Date:

Company Seal

Signature

Place:

(Name of the person signing & designation)

01	Name of the Bank . Branch Name& address. Branch Code No. Branch Manager Mobile No. Branch Telephone no. Branch E-mail ID	
02	9 digit MICR code number of the bank and branch appearing on the MICR cheque issued by the bank.	
03	IFSC code of the Branch	
04	Type of Account (Current / Savings).	
05	Account Number (as appear in cheque book)	

(in lieu of the bank certificate to be obtained , please **attach the original cancelled cheque** issued by your bank for verification of the above particulars).

I /We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold Director Medical Services on behalf of Govt. of Madhya Pradesh responsible. I have read the conditions of the

CHECK LIST

**ANNEXURE - XVI
Ref. Clause. 4.1.(s)**

COVER - A.

1. Checklist - Annexure-XVI	1	Yes		No	
2. EMD in the form of FDR shall be kept in an envelop		Yes		No	
3. Documentary evidence for the constitutions of the company / concern		Yes		No	
4. List of Board of Directors certified by the C.S/C.A. In case of proprietor/partners notarized self declaration along with certificate of Register of firms		Yes		No	
5. Duly attested photocopy of Licence for the product duly approved by the Licencing authority for each and every product quoted.		Yes		No	
6. Duly attested photocopy of Import Licence, if imported and whole sale Drug licence		Yes		No	
7. The instruments such as power of attorney, resolution of board etc.,		Yes		No	
8. Authorization letter nominating a responsible person of the tenderer to transact the business with the Tender inviting Authority.		Yes		No	
9. Market Standing Certificate issued by the Licensing Authority		Yes		No	

10. True copy of record of manufacture to establish 3 years market standing.	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
11. Non Conviction Certificate issued by the Drugs Controller	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
12. Good Manufacturing Practices Certificate	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13. Annual Turnover Statement for 3 Years (Annexure-VI)	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
14. Copies of balance sheet & profit loss account for three years	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
15. Annexure-I (Sales Tax clearance certificate)	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
16. Annexure-II (Undertaking for embossment of logo)	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
17. Declaration Form in Annexure-III along with enclosure.	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
18. Declaration for eligibility in participating the tender (Annexure-IV)	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
19. Proforma for Performance Statement (Annexure-V)	<input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

20. Details of Manufacturing/Importing Unit in Annexure-X		Yes		No	
21. WHO, UNICEF, ISO certificates if any		Yes		No	
22. Details of Technical personnel employed in the manufacture and testing		Yes		No	
23. List of items quoted without rates. Annexure-XIII		Yes		No	
24. Mandate Form (Annexure-XV)		Yes		No	
25. The Tender document signed by the tenderer in all pages with office seal.		Yes		No	

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