पवन हंस लिमिटेड

Pawan Hans Limited

(A Miniratna - Goverment of India Enterprise)

CIN No. U62200UP1985GOI129953

NOTICE INVITING TENDER (NIT)

FOR CALIBRATION OF CHRISTIE BATTERY CHARGER & ANALYZER (P/N RF-80K) ON AS AND WHEN REQUIRED BASIS FOR THREE (03) CALIBRATIONS IN 1 YEAR

In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085
India (Tel: +91-11-27902620)

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SECTION 1: INSTRUCTIONS TO BIDDERS

NOTICE INVITING TENDER	
Ministry	Ministry Of Civil Aviation
Organization	Pawan Hans Limited
Region	NR
Tender title	Notice Inviting Tender (NIT) for Calibration of Christie Battery Charger & Analyzer (P/N RF-80K) on As And When required basis For Three (03) calibrations in 1 Year.
Tender Ref No.	PHL/NR/ENG/TE-95
Category	Calibration
Estimated value ₹	2,10,000/-
EMD Amount in ₹	NIL (BID security declaration need to be submit as provided in Annexure 3)
EMD validity	NA
EMD Exemption Allowed	Yes (for CPSE/MSE/Start-ups)
Performance Bank Guarantee	NIL (10% of awarded bid value)
Type	Least Cost based tender
Type of biding	Manual Tender
Tenderer Location	PPC, Pawan Hans Limited (NR) ,Sector 36, Rohini Heliport ,New Delhi-110085
Consignee Location	Pawan Hans Limited (NR) ,Sector 36, Rohini Heliport , New Delhi-110085 or will be confirm later
Published Date	T= 27.08.2026
Bid Due Date & Time	T+21 & 17:00 Hours
Bid Opening Date & Time	T+22 & 10:00 Hours
Mode of submission	As per Section 3
Time allow for technical clarification (if asked)	2 days
Bid validity	120 days
Contract/Acceptance Letter period/turnaround time/delivery timeline	10 days
Contact (for any information)	ppc.nr@pawanhans.co.in bn.rao@pawanhans.co.in shubham.garg@pawanhans.co.in

SECTION 2: SCOPE OF WORK

We invite quotes for Calibration of Christie Battery Charger & Analyzer (P/N RF-80K) on As And When required basis For Three (03) calibrations in 1 Year.

S No.	PART NO.	DESCRIPTION	QTY.	REMARKS
1	RF80K	CHRISTIE BATTERY CHARGER & ANALYZER [OEM: MARATHON]	3	CALIBRATION

The services are required on an as-and-when basis during the contract period.

PHL is inviting quotes through tender enquiry from NABL Accredited and OEM authorized agencies.

SECTION 3: GENERAL TERMS & CONDITIONS

1	Offers should be received in sealed envelope/ by hand/ by post / by courier with subject and address written properly on it.
2	Quote should be forwarded in single currency only for whole quote as listed in the price bid.
3	Quotes should be forwarded on Ex-works i.e Rohini Heliport, Sector 36, Rohini Delhi 110039 basis. Quotes, which are not on Ex-works i.e Rohini Heliport, Sector 36, Rohini Delhi 110039 basis, will not be considered.
4	All entries in the quotation should be entered without any ambiguity. All submitted documents should be self-attested.
5	The company has the right to cancel the enquiry or extend the due date of receipt of offer without assigning any reason thereof before the due date & time of opening of the bids.
6	All items should be dispatched after proper standard quality packaging to avoid damage to the items, pilferage, evaporation etc. The packing materials including cases in which items will be dispatched must be environment friendly, fumigated if packed in wooden boxes and biodegradable.
7	**Details of Beneficiary:** Beneficiary Name: - Pawan Hans Limited Bank Name: - Canara Bank Address: - Sector-1, Noida Branch Current A/c No.: - 90551010005097 Swift Code: - CNRBINBBBFD IFSC Code: - CNRB0001177

TERMS AND CONDITIONS:

1. Quotes should be forwarded on Ex-works i.e Rohini Heliport, Sector 36, Rohini Delhi 110039 basis. Quotes, which are not on Ex-works i.e Rohini Heliport, Sector 36, Rohini Delhi 110039 basis, will not be considered.
2. **Validity of quote**: Shall be at least 120 days.
3. **Warranty/Guarantee offered**: Shall be clearly mentioned by the bidder in hours and months.
4. **TAT (Delivery Time) for the subject task**: Maximum 10 days. If the successful bidder fails to complete the job of the equipment within the stipulated completion period specified in the Purchase Order/Work Order, Liquidated Damages shall be levied at the rate of 0.5% (Half Percent) of the value of the delayed work per week or part thereof, subject to a maximum of 10% of the value of the delayed work/contract. Should the delay in delivery is of more than three months; Pawan Hans has the right to cancel unfulfilled part of the contract.
5. LD charges specified above shall also be applicable for refusal and/or delay in commencing to undertake work by the firm.
6. After teardown of the subject component(s), if any additional work required (AWR) is identified which has occurred due to the wear & tear or service life limit (SLL) of the component/internal defect, it shall be intimated within the original declared TAT by the bidder to PHL with detailed teardown report (TDR).
7. Only on written approval by PHL, any additional spare and/or part required during AWR (due to wear and tear or SLL) shall be provided by PHL.

8. **Distribution of Dispatch Documents for Clearance/Receipt of Goods**

The supplier shall send all the relevant dispatch documents well in time to the purchaser to enable the purchaser clear or receive (as the case may be) the goods in terms of the contract. The usual documents involved and the drill to be followed in general for this purpose are as follows:

For Domestic Goods

Within 24 hours of dispatch, the supplier shall notify the purchaser, consignee, (others concerned), the complete details of dispatch and also supply following documents by registered post/ speed post (or as instructed in the contract):

(a) Supplier’s Invoice indicating, inter alia description and specification of the goods, quantity, unit price, total value;
(b) Packing list;
(c) Certificate of country of origin;
(d) Insurance certificate;
(e) Railway receipt/Consignment note;
(1) Manufacturer’s guarantee certificate and in-house inspection certificate;
(g) Inspection certificate issued by purchaser’s inspector and
(h) Any other document(s) as and if required in terms of the contract

For Imported Goods

Within 24 hours of dispatch, the supplier shall notify the purchaser, consignee, (others concerned), the complete details of dispatch and also supply following documents by air mail /courier (or as instructed in the contract):

a) Supplier’s Invoice giving full details of the goods including quantity, value, etc.;
b) Packing list;
c) Certificate of country of origin;
d) Manufacturer’s guarantee and Inspection certificate;
e) Inspection certificate issued by the Purchaser’s Inspector;
f) Insurance Certificate;
g) Name of the Vessel/Carrier;
h) Bill of Lading/Airway Bill;
i) Port of Loading;
j) Date of Shipment;
k) Port of Discharge & expected date of arrival of goods and
l) Any other document(s) as and if required in terms of the contract.

9. **Force Majeure**

If a Force Majeure situation arises, the supplier shall promptly notify the purchaser in writing of such conditions and the cause thereof within twenty-one days of occurrence of such event. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side. There may be a Force Majeure situation affecting the purchase organization only. In such a situation the purchase organization is to take up with the supplier on similar lines as above for further necessary action.

Remedies to Purchaser for delay in Supply / Non-Supply for which Supplier is responsible

The purchaser has the following options depending upon the circumstances of the case:

i) Extend the delivery with imposing of liquidated damages and other denial clauses

ii) Blacklisting as per company policy.

iii) Cancel the contract

iv) Impose other available sanctions/penalties

Extension of Delivery Period

If the supplier is unable to complete the supply within the stipulated delivery period for which the supplier is responsible, it (supplier) is required to request for extension of delivery period. If the purchaser agrees to extend the contractual delivery schedule, the same may be done by issue of an amendment to the contract with suitable denial clauses and with/without imposition of liquidated damages for delay. The amendment letter is to mention, inter alia that, in addition to imposition of liquidated damages, no extra price or additional cost for any reason whatsoever beyond the contractual cost will be paid to the supplier for the delayed supply; at the same time, if for any reason, whatsoever the cost of the goods to be supplied/services to be performed by the supplier decreases. that benefit will be passed on to the purchaser. Supplier's unconditional acceptance of the amendment by a specified date is to be watched and if the supplier does not agree to accept the amendment letter, further action will be taken against the supplier in terms of the contract.

Performance Notice

A situation may arise where the supply/services has not been completed within the stipulated period due to negligence / fault of the supplier; however, the supplier has not made any request for extension of delivery period but the contracted goods/services are still required by the purchaser and the purchaser does not want to cancel the contract at that stage. In such a case, a Performance Notice (also known as Notice-cum-Extension Letter) may be issued to the supplier by suitably extending the delivery date and by imposing liquidated damages with denial clauses etc.

Dispatch of Goods after expiry of Delivery Period

As per the contract terms, the supplier is not to supply the goods when there is no valid delivery period. In case the supplier makes any supply after expiry of delivery period, the purchaser/consignee can reject the supplies and inform the supplier accordingly; the purchaser shall also have the right to cancel the contract (w.r.t. unsupplied goods) in terms of the contract. If, however, the purchaser/consignee requires the goods (which has been supplied after expiry of the delivery period), the purchaser may accept the goods and issue a delivery extension letter with usual LD clause and denial clauses to regularize the transaction.

Cancellation of Contract for Default

The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or in part:

a) If the supplier fails to deliver any or all of the stores within the time period(s) specified in the contract, or any extension thereof granted by the Purchaser, or

b) If the supplier fails to perform any other obligation under the contract within the period specified in the contract or any extension thereof granted by the purchaser.

In the event the purchaser terminates the contract in whole or in part; the purchaser may take recourse to any one or more of the following action.

a) the Performance Security is to be forfeited;

b) the purchaser may procure, upon such terms and in such manner as it deems appropriate, stores similar to those undelivered, and the supplier shall be liable for all available actions against it in terms of the contract.

c) however, the supplier shall continue to perform the contract to the extent not terminated. Before cancelling the contract and taking further action, it may be desirable to obtain legal advice from the Legal Wing of the Company.

Termination of Contract for insolvency

If the supplier becomes bankrupt or otherwise insolvent, the purchaser may, at any time, terminate the contract, by giving written notice to the supplier, without compensation to the supplier provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

Termination of Contract for Convenience

After placement of contract, there may be some unforeseen situation compelling the purchaser to cancel the contract. In such a case, the purchaser will send a suitable notice to the supplier for cancellation of the contract, in whole or in part, for its (purchaser's) convenience, inter alia, indicating the date with effect from which the termination is to become effective. Depending on the merits of the case, the purchase organization may have to suitably compensate the supplier on mutually agreed terms for terminating the Contract

10. **payment terms are as follows:** 100% payment shall be released within 30 days from the date of:
    a) Successful completion of the services,
    b) Submission of the original tax invoice along with all required reports/certificates,
    c) Certification of satisfactory completion by the Store-in-Charge/User Department, and
    d) Acceptance by Pawan Hans.

    Payment shall be made after deduction of applicable statutory taxes/duties as per prevailing Government rules.
11. NABL Certificate .
12. In case bidding party is only representing OEM or is an OEM's Authorised agency, then exclusive authorisation letter shall be furnished by the bidding agency/party.
13. Bidders' credentials like organization approval by DGCA, organization approval validity, organization approved capability list, bank details certified, GSTIN, PAN, TAN, CIN etc. along with contact person name, email address & phone numbers shall be submitted through sealed quotes through courier or by hand. Sealed packet must reach Pawan Hans Ltd latest/tentatively by date as mentioned above at the following address:

In-Charge (PPC), NR
PAWAN HANS LIMITED (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
NEW DELHI-110085
INDIA
Tel: +91-11-27902620, +91 86503-20490

14. Envelope containing the quote and the required documents shall be mandatorily super scribed with **“Quote for Tender Inquiry: …………(*Tender ref no)*”**.
15. The Quotes which are received by bid submission end date shall be opened tentatively on **as mentioned above** at the above-mentioned address. In case representation of bidder is required, an authorised representative of bidder may be present during opening of quotations with an authority letter from bidder’s firm/organisation to participate in the tender opening process. (with authority letter)
16. The quotes of the bidders not accepting the above terms and conditions will not be considered for evaluation.
17. After evaluation of the submitted bids, L1/H1 bidding firm/organisation shall be intimated by releasing Work Award Letter by PHL.
18. On receipt of Work Award Letter, L1/H1 bidding firm/organisation shall submit a Letter of Acceptance on the firm’s/organisation’s letter head. Draft for Letter of Acceptance shall be provided by PHL along with Work Award Letter. This Letter of Acceptance shall be countersigned by PHL.
19. Countersigned Letter of Acceptance shall be binding to both the parties for the applicable terms and conditions. On receipt of Letter of Acceptance, L1/H1 bidding firm/organisation shall commence arrangements for above-mentioned job on the subject item without any delay.

Prospective bidders are requested to participate in the above tender & to forward sealed quotes through courier latest-tentatively by date as mentioned above.

SECTION 4: ELIGIBILTY CRITERIA

Company Profile:	The Bidder shall be a Company incorporated /registered in India under Companies Act1956/2013/ proprietorship/ partnership firm/ Limited Liability Partnership (LLP) and should been operations continuously for at least 5 years as on the last date of submission of bid.
Financial capacity:	(i)The bidder average turnover during last 3 financial years should be at least 40% of the estimated tender value. (ii)The bidder should have positive net worth (measured as paid up capital plus free reserves) in any of two years out of 3 financial year i.e. 2022-23, 2023-24 & 2024-25. (iii) The bidders shall submit audited financial figures of FY 2022-23, 2023-24 & 2024-25.
MAF	Bidder should be either a OEM or authorize service provider of OEM
Non blacklisting	The bidder should not have been blacklisted or debarred by any Pvt Ltd/State / Central Government or their agencies or Public Sector Undertakings (PSUs) as on bid submission date for corrupt, fraudulent or any other unethical business practices or for any other reason. Undertaking as per the format attached in Annexure-5 duly signed by authorized signatory of bidder
Consortium	Consortium is not allowed.
Certificate	The Bidder may submit the following certificates, which must remain valid as of the bid submission date: ISO 9001:2015, NABL Accredited
Insolvency	Bidder should not be insolvent(Self Declaration)
Previous experience	Bidder should have previous similar experience from any organization in India. One work order of at least 80% of bid value. (Or) Two work orders of at least 50% of bid value(each). (Or) Three work orders of at least 40% of bid value(each).

SECTION 5: BID PREPARATION

a) Bidder should take into account any corrigendum/Addendum published on the tender document before submitting their bids.

b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.

c) Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that needs to be submitted. Any deviations from these may lead to rejection of the bid.

SECTION 6: AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, the department reserve the right to add/modify/delete any portion of this document by the issuance of a corrigendum, which would be published on https://www.pawanhans.co.in .

SECTION 7: ASSISTANCE TO BIDDERS

a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

b) Any queries relating to the process of bid submission or queries relating to this RFP can be send from Monday to Friday (09:00 AM to 05:00 PM). The contact number for the helpdesk is 011-27902620, 011-27902619, shubham.garg@pawanhans.co.in

c) The tender inviting authority has the right to cancel this tender or extend the due date of receipt of the bid(s).

SECTION 8: FINANCIAL BID

(To be submitted on letter head)

S/N	PART NO.	DISCRIPTION	QTY	UOM	HSN CODE	GST %	TOTAL UNIT PRICE	TOTAL PRICE INCLUDING GST
(A)	(B)		(C)	(D)	(E)	(F)	(G=C*E)	(H=G*F%)
01	RF-80K	CHRISTIE BATTERY CHARGER & ANALYZER [OEM: MARATHON]	3	Nos				
02	-	PACKING & FORWARDING						
03	-	TRANSPORTATION (BOTH WAYS)						
GRAND TOTAL								

Signature and company seal
Name
Designation
Email
Mobile No.

SECTION 9: ANNEXURES ANNEXURE 1: (On Bidders Letterhead)

TERMS AND CONDITIONS FOR CALIBRATION			
NOTE: BIDDERS ARE REQUESTED TO READ CAREFULLY FOLLOWING TERMS AND CONDITIONS. IT IS ESSENTIAL FOR THE BIDDER TO UN-CONDITIONALLY ACCEPT ALL THE TERMS AND CONDITIONS INDICATED BELOW:			
NAME & ADDRESS OF THE OVERHAUL/REPAIR AGENCY		FILL UP YOUR COMPANY NAME & ADDRESS HERE	
S. NO.	AGENCY & APPROVAL DETAILS	AGREE/ NOT AGREE	REMARKS
1	Whether following documents have been submitted by the firm/agency/organization: Regulatory authority's name, approval no. date & validity including capability list for the same.		Please upload the document in document library at the time of online submission of the bid, failing which the bid is liable to be rejected.
2	Certificate from OEM as authorized maintenance centre/customer support facility/service centre		Please upload the document in document library at the time of online submission of the bid, failing which the bid is liable to be rejected.
3	The requirement is very specific and delivery of the components after work is to be made strictly as per the Turn Around Time (TAT) mentioned in the contract.		
4	RIGHT OF ACCEPTANCE: Pawan Hans Limited does not bind himself to accept the lowest or any other tender and reserves the right of accepting the whole or any part of the tender without assigning any reason whatsoever.		
5	RIGHT TO INFORMATION ACT: Any document/information submitted by the bidder can be made public at appropriate stage, as per Right to information Act. 2005.		
6	JURISDICTION: Any dispute arising out of this enquiry shall come under the sole jurisdiction of the Delhi Court (Delhi State, INDIA).		

7	Tender inviting authority address: H.O.D (ENGG), NR Pawan Hans Limited (NR) (A Govt of India Enterprise) Sector 36, Rohini Heliport NEW DELHI-110085 Email: hod.enggnr@pawanhans.co.in		
8	VALIDITY OF OFFER: The prices quoted must be FIRM and the offers made must remain open for acceptance for minimum 120 days from the date of opening of tender.		
9	SHIPPING ADDRESS: H.O.D(Materials), NR Pawan Hans Limited (NR) (A Govt of India Enterprise) Sector 36, Rohini Heliport NEW DELHI-110085 Mb No.: 91-98710-81929		
10	Copy of the invoice and quality documents must be accompanied with the Christie Battery Charger & Analyzer (P/N RF-80K) after necessary calibration.		
11	All Other Term and condition of This RFP		

ANNEXURE 2: (On Bidders Letterhead)

PRICE BID TERMS:			
1	Currency of quote Note: Quote should be in single currency for the whole quotation (in Rupees)		
2	DELIVERY TERMS (INCOTERMS): Ex-works i.e Rohini Heliport, Sector 36, Rohini Delhi 110039 basis		
3	Variation in Terms & Conditions at the time of RO placement is acceptable.		
4	PAYMENT TERMS: 100% payment shall be released within 30 days from the date of: A. Successful completion of the services, B. Submission of the original tax invoice along with all required reports/certificates, C. Certification of satisfactory completion by the Store-in-Charge/User Department, and D. Acceptance by Pawan Hans. Payment shall be made after deduction of applicable statutory taxes/duties as per prevailing Government rules.		
5	Note: For Indian bidders, Mode for payment for above Rs. 50,000 (INR) or equivalent will be made through e-payment system & your Bank name, Address, Code, RTGS/IFCS Code, PAN, TAN & TIN numbers, and Current Account Numbers etc. must be mentioned.		
6	PRICE: Price Bid shall be submitted as per instruction mentioned above. Price quoted should be including all rates such as, basic price, Packing & Forwarding, Freight etc. The prices should be quoted in the specified format. The price bids of qualified bidders shall be considered for evaluation.		
7	PRICE FORMAT: The bidders are required to quote their Lowest Rates in the PRICE BID. The rate shall be quoted by the bidders from India on FOR DESTINATION basis which may be Pawan Hans Limited, Rohini Heliport, Rohini New Delhi-110085. The offer should indicate basic price, discount if any, total price and delivery terms.		
8	**TAT (Delivery Time) for the subject task**: Maximum 10 days. If the successful bidder fails to complete the job of the equipment within the stipulated completion period specified in the Purchase Order/Work Order, Liquidated Damages shall be levied at the rate of 0.5% (Half Percent) of the value of the delayed work per week or part thereof, subject to a maximum of 10% of the value of the delayed work/contract. Should the delay in delivery is of more than three months; Pawan Hans has the right to cancel unfulfilled part of the contract.		

ANNEXURE 3: BID SECURITY DECLARATION FORM
(On Bidders Letterhead)

Date: ……………………………… RFP/Tender No: ……………………

To,
HOD (ENGG), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

1.I/We, the undersigned, declare that M/s…………………………….. is a Micro and Small Enterprise and the copy of registration certificate issued by NSIC/DIPP for Micro and Small Enterprises (MSE) / Startups which are valid on last date of submission of the tender documents are enclosed.

2. I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration as per Rule 170 of General Financial Rules (GFRs) 2017 by Micro and Small Enterprises (MSEs).

OR

2. As per the tender / RFP no: ………………………………………floated for…………….. at para no……………………….. a Bid Declaration Form In lieu of Bid Security is required to be submitted by me / as per Rule 170 of General Financial Rules (GFRs) 2017 by Micro and Small Enterprises (MSEs).

3. I/We accept that I/We may be disqualified from bidding for any contract with you for period of ……………………………………(as per the OM dated 12/11/2020 they will be suspended or the time specified in the tender documents. Hence the said period may be mentioned herein) year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We
a) have withdrawn/ modified /amended, impairs or derogates from the tender, my/our bid during the period of bid validity specified in the form of Bid, or
b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
(i) fail or refuse to accept the contract, if required, or
(ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

4. I/We understand this Bid Security Declaration shall cease to be valid if I am/We are not the successful bidder, upon the earlier of
(i) the receipt of your notification of the name of the successful Bidder; or
(ii) thirty days after the expiration of the validity of my/our Bid.

5. I/We declare that I am the authorized person of ……………………………………to make the declaration for and on behalf of………………………………………….. Letter of Authority for executing declaration is enclosed.

Signed:………………………… (insert signature of person whose name and capacity are shown)

In the capacity of:…… (Insert legal capacity of person signing the Bid Securing Declaration)

Name:………………. (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of……………………… (Insert complete name of bidder) Dated on…………… day of……………………… (insert date of signing)

Corporate Seal (where appropriate)

(Note in case of a Joint Venture, the Bid Securing Declaration must be in the names of all partners to the Joint Venture that submits the Bid)

ANNEXURE 4: AUTHORIZE SIGNATORY FORM
(On Bidders Letterhead)

Date:

To,
In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

Sub: Authority Letter

Tender Reference No: ________________________

Name of Tender / Work: -
____
____

Dear Sir,

We, M/s…………………….. (Name of the bidder) having registered office at ……………………..(address of the bidder) herewith submit our bid against the said tender document.
Mr./Ms. ………………………..(Name and designation of the signatory), whose signature is appended below, is authorized to sign and submit the bid documents on our behalf against said RFP

Specimen Signature:

The undersigned is authorized to issue such authorization on behalf of us.

For M/s………………. (Name of the bidder)

Signature and company seal
Name
Designation
Email
Mobile No.

ANNEXURE 5: DECLARATION
(To be given on Company Letter Head)

Date:

To,
In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

Sub: Declaration

Tender Reference No: ________________________

Name of Tender / Work: -
____
____

Dear Sir,

I ___________________________________S/O________________________________R/O____
_______ on behalf of the entity____________________________ do hereby solemnly affirm and declare as under:

1. That I hereby confirm that my/our firm/company M/s…………………………. Have not been convicted of any non-bail able offence, by any of the courts.
2. That I hereby confirm that my/our firm/company M/s…………………………. Have not been convicted, or reasonably suspected of committing or conniving at the commission of any offence under any of the laws applicable in the country.
3. That I hereby confirm and declare that none of my/ our group/ sister concern/ associate company is participating/ submitting this tender.
4. That I hereby confirm and declare that my/our firm/company M/s………… Has not been black listed/ de-listed or put on holiday by any Institutional agencies/ Govt. Deptt. /Public Sector undertaking, in the last TWO years.
5. That I hereby confirm and declare that my/our firm/company M/s……………… has paid all rents, royalties and all public demands such as income-tax, sales tax, GST and all other taxes and revenues payable to the Government of India or to the Government of any State or to any local authority and that at present there are no default in arrears of such rents, royalties, taxes and revenues due and outstanding and that no attachments or warrants have been served on us in respect of sales-tax, income-tax, GST, Govt. Revenues and other taxes.
6. That in the past five years prior to the date of this application, I or any principal of the entity has not been deemed to be in default on any contract, or have not been forcefully terminated from any contract of any Organization.

7. That I hereby confirm and declare that my/our firm/company M/s……………. has not been blacklisted/debarred by any central/state Government department/organization.
8. That I hereby confirm and declare that my/our firm/company M/s……………………. that there has been no litigation with any Government department/organization on account of similar services.
9. That I hereby confirm and declare that my/our firm/company M/s…………………. has not undergone any legal proceedings of whatever kind in the past three years.
10. I hereby confirm that in case, any document, information & / or certificate submitted by me found to be incorrect / false / fabricated, the Corporation at its discretion may disqualify /reject / terminate the bid/contract and also forfeit the EMD / All dues. May take any appropriate legal action against me.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

ANNEXURE 6: UNDERTAKING OF RATES
(On Bidders Letterhead)
TO BE ENCLOSED WITH THE COMMERCIAL BID

Date:

To,
In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

Subject: undertaking of rates

Tender Reference No: _________________________

Name of Tender / Work: -
____
____

We M/s _______________________________ do hereby confirm that:

The rates quoted against this offer are lowest possible and as on date we have not quoted less rates to any other customer than the rates quoted herein. In case, we quote less rates than this offer to any other customer within 1 month of the due date of this offer, then double of the difference in amount will be refunded to PHHL. We also confirm that in case our Company/principal officially reduce the price before the delivery or within 15 days from the date of delivery, then the benefit for the same will be passed to PHHL.

We M/s ______________________________ further undertake that any price benefit on account of providing higher version of “Offered items” than the required/specified in this offer shall not be claimed by us either from PHHL or from indenting Department.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

ANNEXURE 7: AUTHENTICITY OF SUBMITTED DOCUMENTS/INFORMATION'S
(On Bidders Letterhead)

Date:

To,
In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

Subject: Authenticity of submitted documents/information's

Tender Reference No: ________________________

Name of Tender / Work: -
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1. That I am the Proprietor/Authorized signatory of M/s ……………………. Having its Head Office/Regd. Office at …………………………………………...
2. That the information/documents/Experience certificates submitted by M/s……………. along with the tender for …………………… (Name of work) ………… to the Corporation are genuine and true and nothing has been concealed.
3. I shall have no objection in case the Corporation verifies them from issuing authority (ies). I shall also have no objection in providing the original copy of the document(s), in case the Corporation demand so for verification.
4. I hereby confirm that in case, any document, information & / or certificate submitted by me found to be incorrect / false / fabricated, the Corporation at its discretion may disqualify / reject / terminate the bid/contract and also forfeit the EMD / All dues.
5. I shall have no objection in case PHHL verifies any or all Bank Guarantee(s) under any of the clause(s) of Contract including those issued towards EMD and Performance Guarantee from the Zonal Branch /office issuing Bank and I/We shall have no right or claim on my submitted EMD before the Corporation receives said verification.
6. That the Bank Guarantee issued against the EMD issued by (name and address of the Bank) is genuine and if found at any stage to be incorrect / false / fabricated, the Corporation shall reject my bid, cancel pre-qualification and debar me from participating in any future tender for three years.

Note: in case bidder have not submitted EMD then Bid security declaration must be submitted.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

ANNEXURE 8: WARRANTY AND END-OF-SALE DECLARATION
(On Bidders Letterhead)

Date:

To,
In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

Subject: warranty and end-of-sale declaration

Tender Reference No: ________________________

Name of Tender / Work: -
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We warrant that,

1) All Products supplied by <Name of Bidder> shall be brand new, free from all defects and faults in material, workmanship and manufacture. They shall be of the highest grade and quality and shall be consistent with the established industry standards. (in case of new product)
2) All Products repair/overhaul by <Name of Bidder> shall have warranty of …………., free from all defects and faults in material, workmanship and manufacture. Work done shall be of the highest grade and quality and shall be consistent with the established industry standards. (in case of repair/overhaul)
3) We shall provide the documentary proof for warranty.
4) We shall declare that none of the components and sub-components "End-of-sale" in next three (3) years as on date of submission of Bid.
5) We would provide replacement warranty of the supplied items for a period of …………..from the date of acceptance within the price quoted by <name of bidder> in the Commercial Bid.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

ANNEXURE 9: STATUTORY UNDERTAKING
(On Bidders Letterhead)

Date:

To,
In-Charge (PPC), NR
Pawan Hans Limited (NR)
(A Govt of India Enterprise)
Sector 36, Rohini Heliport
New Delhi-110085

Subject: Statutory Undertaking

Tender Reference No: ________________________

Name of Tender / Work: -
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I/We (Name of the Bidder) having registered office at (Address of the registered office) and local office at (Address of the local office), hereby declare and confirm that-

1. The contents of the Tender have been carefully gone through and we undertake to fully comply with the terms and conditions specified in the tender document including addendum, if any thereof.
2. I/We are not engaged into litigation as of date with any Government Department/ PSU/ Autonomous body on account of similar services for indulging in corrupt or fraudulent practices. We also confirm that we are not determined non-performing by any of the entities specified above.
3. Neither the Bidder nor any of its Directors are the subject of criminal or civil proceedings that could be expected to adversely affect its business or its ability to Bid in the present tender.
4. We understand that the technical Bid, if found incomplete in any respect and/or if found with conditional compliance or not accompanied with the requisite Bid Security/ Earnest Money Deposit, shall be summarily forfeited. (in case of Bid security declaration, action will be taken accordingly)
5. We understand that if at any time, any averments made or information furnished as part of this Bid is found incorrect, then its Bid and the contract if awarded on the basis of such Bid shall be cancelled.
6. We offer to execute the work in accordance with the Terms of Reference and Conditions of Contract of this Tender.
7. The information provided in the technical proposal (including the attachments) is true, accurate and complete to the best of my knowledge & belief.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

ANNEXURE 10: BANK GUARANTEE FORMAT

MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD
Whereas... (hereinafter called the “tenderer”) has submitted their offer dated.. for the supply of... {hereinafter called the “tender”) against the purchaser’s tender enquiry No.. KNOW ALL MEN by these presents that WE.. of..having our registered office at are bound unto.............................. (hereinafter called the “Purchaser) in the sum of... for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this.................... day of....................20....... THE CONDITIONS OF THIS OBLIGATION ARE: (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender. (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity: a) If the tenderer fails to furnish the Performance Security for the due performance of the contract. b) Fails or refuses to accept/execute the contract. WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions. This guarantee will remain in force upto and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(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

ANNEXURE 11: BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY To The President of India
WHEREAS...
(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no... dated................ to 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

ANNEXURE 12: CHECKLIST

Sl No	Description	Page No	Remark
1	Company Profile		
2	Certificate of Incorporation		
3	GST		
4	PAN, TAN		
5	MSE/Startup certificate		
6	Turnover certificate for last 3 year		
7	Positive net worth certificate of last year		
8	Audited Balance sheet for last 3 year		
9	Insolvency certificate		
10	Past experience (Work order and completion certificate)		
11	Proof of EMD/Bid security declaration		
12	Proof of tender fee		
13	ISO 9001:2015, NABL Accredition		
14	Technical Compliance to Scope of work		
15	Signed, stamped and complied RFP/corrigendum/ Addendum		
16	Annexure 1		
17	Annexure 2		
18	Annexure 3		
19	Annexure 4		
20	Annexure 5		
21	Annexure 6		
22	Annexure 7		
23	Annexure 8		
24	Annexure 9		
25	Other certificate asked in RFP		