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GOVERNMENT OF INDIA

Zoological Survey of India M-Block, New Alipore, Kolkata-700053

PURCHASE OF 8 MID End LAPTOP

Tender Ref. Number: NIT/ZSI/HQ/ NMHS LG Project /09/2024-25, Date: 25.06.2025

On behalf of the President of India, Director Zoological Survey of India, New Alipore, Kolkata-53 invites**.** The bidder must submit their offer in two separate sealed envelopes. The tender can be viewed at https://zsi.gov.in/App/index.aspx The Tender is divided into five parts as follows: -

Part-1(A & B) : "TERMS & CONDITIONS" & "TECHNICAL BID" of the Tender.

Part-1(C) : PRODUCT SPECIFICATION & QUANTITY.

Part-1(D) : EVALUATION CRETERIA & PRICE BID ISSUE.

Part-2 : "PRICE BID" of the Tender.

The main details of Tenders are as follows:-

BID REFERENCE No. : **NIT/ZSI/HQ/ NMHS LG Project/09/2024-25**

PLACE OF OPENING OF BIDS : **Zoological Survey of India New Alipore, Kolkata – 700053**

BID SECURITY (EMD) :**Rs.80,000/- (Rupees Eighty Thousand only)**

The dates for submission and opening of the tender mentioned above are final. In case some other dates for these are mentioned elsewhere in the tender document, it shall prevail over them.

This Document Contains – 14 Pages

Please superscribe the Title, Reference number and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

Kindly mention Bid Reference No. i.e. NIT/ZSI/HQ/NMHS LG Project/09/2024-25 on the main envelop of the correspondence.

The sealed envelope containing "Terms & Conditions", "Vendor Evaluation Form", "Technical bid", AND "Evaluation Criteria" on prescribed tender document should reach the DIRECTOR, ZOOLOGICAL SURVEY OF INDIA, NEW ALIPORE, KOLKATA on or **before 15.07.2025 up to 12:00 NOON** otherwise the tender will not be accepted.

1. Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs **80,000 (Rupees Eighty thousand only)** along with their bids. EMD may be submitted in the form of Account payee Demand Draft/Bank Draft should be in favour of **"M/S NMHS LG Conservational Mammalian Fauna ,** payable at **Kolkata**" in a separate sealed envelope along with Technical Bid documents. No exemption in earnest money shall be given. All tenders submitted without requisite amount of earnest money shall be rejected and their financial bids shall not be opened.

It will be the responsibility of the bidders to check website https://zsi.gov.in/App/index.aspx for any amendment through corrigendum in the tender document. In case of any amendment, bidders will have to incorporate the amendments in their bid accordingly.

Head of Office, ZSI

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GOVERNMENT OF INDIA
Zoological Survey of India
M-Block, New Alipore,
Kolkata-700 053

PART – 1(A)
TERMS & CONDITIONS
PURCHASE OF MID END LAPTOP

Critical Dates:-

Si No	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (Publishing Date)	**25.06.2025**
2	Documents download / sell start date	**26.06.2025 at 12.00 Noon**
3	Bid submission start date	**26.06.2025 at 12.00 Noon**
4	Documents download / sell end date	**15.07.2025 at 12.00 Noon**
5	Bid Submission closing	**15.07.2025 at 12.00 Noon**
6	Date of submission of original copy of EMD, original copy Notarized Affidavit & Xerox Copy of Company Documents.	**15.07.2025 at 12.00 Noon**
7	Bid opening date for Technical Proposals	**15.07.2025**
8	Date of uploading list for Technically Qualified Bidder	**TO BE NOTIFIED LATER**
9	Date for opening of Financial Proposal	**TO BE NOTIFIED LATER**

2. **Last date and time for depositing the Bids:** On line Bids should be submitted by the due date and time. The responsibility to ensure this lies with the Bidder.

3. **Manner of depositing the Bids:**
Sealed Bids should be either dropped in the Tender Box marked as DIRECTOR, ZOOLOGICAL SURVEY OF INDIA or sent by registered post at the address given below so as to reach by the due date and time. Late / Delayed tenders will not be considered. Printed conditions of the vendor submitted with the tender will not be binding on Zoological Survey of India. No responsibility will be taken for postal delay or non- delivery / non-receipt of Bid documents. Bids sent by FAX or e-mail will not be considered. Please superscribe the above mentioned Title, Request for Proposal No and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

Address: **Director, Zoological Survey of India**
Prani Vigyan Bhawan, M-Block,
New Alipore, Kolkata-700053

4. **Time and date for opening of Bids:**
(If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).

5. **Location of the Tender Box**: - ZOOLOGICAL SURVEY OF INDIA, 1st Floor Room No-106, Prani Vigyan Bhawan, M Block, New Alipore, Kolkata-7000053.
Only those Bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid.

6. **Opening of the Bids:** On line bids will be opened by ZSI officials on due date.

7. **Two Bid System:** Only the Technical Bid would be opened on **15 July 2025** Time 12:00 Noon. Date of opening of Commercial Bid will be intimated after acceptance of the Technical Bids. Commercial Bids of only those firms will be opened, whose Technical Bids are found compliance / suitable after Technical Evaluation is done by the Institute.

8. **Forwarding of Bids:** Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like GST number, etc. and complete postal & e-mail address of their office. Bidders are requested to carefully read the Request for Proposal before forwarding the bids.

9. **Modification and Withdrawal of Bids:** A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security / rejection of bids.

10. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

11. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.

12. **Validity of Bids:** The Bids should remain valid till 30 days from the last date of submission of the Bids.

13. **Language of Bids:** All documents relating to the bid shall be in the English Language.

14. **Currency of the Bids and Payments:** The Unit Prices and amounts shall be quoted by the bidder entirely in Indian Rupees only.

15. **Examination of Bids and Determination of responsiveness:** Information relating to examination, clarification, evaluation and comparison of bids and recommendations for the award of contract shall not be disclosed to bidders or any other persons, not initially concerned with such process until the award of the successful bidder been announced. Any effort by the bidder to influence the official of ZSI processing of bids or award decision may result in the rejection of the bidder's bid.

16. **Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs **80,000/- (Rupees Eighty only)** along with their bids. The EMD may be submitted in the form of Account Payee Demand Draft in favour of **M/S NMHS LG Conservational Mammalian Fauna. I**n a separate sealed envelope. All tenders (other than registered firm) submitted without requisite amount of earnest money shall be rejected and their financial bids shall not be opened. EMD is to remain valid for a period of forty- five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender. EMD of successful bidder will be converted into Performance Guarantee. Performance Guarantee should be valid up to successful delivery of item.

17. **The bidder must submit a valid and current authorization letter/certificate from the Original Equipment Manufacturer (OEM) of the offered product(s), clearly stating that the bidder is authorized to quote, supply, and provide after-sales support for the said products in response to this tender.Additionally, the bidder shall submit detailed technical literature, datasheets, compliance statements, and any other relevant documentation issued and authenticated by the OEM in support of the technical specifications mentioned in the tender document.Failure to submit the OEM authorization and relevant documentation may result in rejection of the bid.**

18. **Interested parties who fulfill following criteria are only eligible for purchase contract: -**

a. Registered with GST No. Must have registered shop/office/show room.

b. Experience of supply of similar items in Central Government Organization (please attach requisite documents)

c. The firms/bidders should not have been blacklisted by any Department of Govt. of India. The tendering firms/ bidders shall have to give a notarized affidavit on a stamp paper of appropriate value to the effect that they have not been blacklisted or their business dealings with Department of Govt. of India have not been banned.

(a) Average Annual Turnover of Rs. 50 Lacs for last three Financial Years (only Certificate issued by CA shall in prescribed format placed at Annexure-I shall be accepted), i.e. 2021-22, 2022-23 & 2023-24.

(b) Professional Tax Certificate (please attach requisite documents).

19. For further information, /clarification in this respect, please contact Head of Office and O/C Wildlife Section, ZSI during working hours.

20. No increase in rates will be allowed during the Contract Period due to any reason, after opening the bids.

21. In case, GST etc. are reduced or increased subsequently by the Government at the time of placement of the Purchase Order, then the same will be adjusted by either party on production of requisite proof.

22. The prices quoted should be inclusive of all taxes etc. and no hidden cost may be given.

23. **Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Zoological Survey of India regulations.

24. **Performance Guarantee:** EMD of successful bidder will be converted into Performance Guarantee. Performance Guarantee should be valid up to successful delivery of item. No exemption with regard to Performance Guarantee will be given to any firm.

25. **Penalty for use of Undue influence:** The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Service Provider / Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the ZSI/ Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

26. This Request for Proposal will be binding to the successful vendor as contract documents. Purchase Order will be issued to successful firm with applicability of all terms & conditions of this Request for Proposal.

27. **Delivery Period:** Items are required to delivered at ZSI HQ Kolkata within 30 days from issuance of Purchase Order. Purchase Order will be placed as and when requirement arises.

28. **Liquidated Damages:** In the event of the seller's failure to supply the stores/goods as mentioned in the purchase order the Buyer may, at this discretion, withhold any payment until the completion of the contract. The Buyer may also deduct from the seller as agreed, liquidated damages to the sum of 0.5% of the purchase order price of the delayed/undelivered stores for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 5% of the value of delayed stores.

29. Payment for the items to be supplied by the firm / vendor against the Purchase Order shall be made by ZSI as follows: -

a. Payment will be made after Supply & installation of items (if applicable) and quality verified by ZSI.
b. 100% after supply as per Purchase Order and physically verified by the competent authority against invoice with PAN number, GST No raised by the firm / contractor. TDS will be deducted as Govt. of India rules / instructions.

30. The Lowest Bid will be decided upon the lowest price quoted by responsive suitable technically qualified Bidder. Lowest cost will be decided upon lowest process quoted for each lines / items. Purchase Order would be placed to L1 firm who meets all criteria mentioned in the tender as and when requirement arises. Buyer reserves the right to place Order Either for Option 1 or 2 or 3 or all as per the requirement arises.

31. The Director Zoological Survey of India reserves the right to reject any or all quotations without assigning any reason therefore.

32. Decision of the Director Zoological Survey of India will be final and binding for all concerned.

33. All disputes subject to Kolkata jurisdiction only.

34. **Payment Terms for Indigenous Seller:** It will be mandatory for the Bidders to indicate their Bank account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheque, wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Bidders for receiving payments through ECS. The payment will be made as per the following terms, on production of the requisite documents:

35. 100% of the total cost of the order after delivery, inspection, acceptance of items and installation/commissioning at user site, duly supported by photo copy of bank guarantee.

36. **Paying Authority:** The Director, NMHS LG Project, ZSI, Kolkata. **M/S NMHS LG Conservational Mammalian Fauna**

37. **Indigenous Seller:** The payment of bills will be made on submission of the following documents by the Seller to the paying Authority along with the bill:

I. Ink-signed copy of contingent bill / Seller's bill.
II. Ink-signed copy of Commercial invoice.
III. Copy of supply Order/Supply order with U.O. number and date of IFA's concurrence, where required under delegation of powers.
IV. Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in supply order/ Supply Order).
V. Any other document / Certificate that may be provided for in the Supply Order.
VI. User Acceptance.

38. **Transportation:** The following Transportation clause will be the part of the contract placed on successful Bidder: -

a. The Transportation and delivery of the items at the consignee unit would be the responsibility of the vendor under his own arrangements.

39. **Price Bid Format**: Quote their offer in the permitted column. Bidders area also to fill the duties & Taxes columns as applicable, to ascertain the total cash out go. However, the determination of L1 will be done as per the above mentioned evaluation criteria.

40. This tender is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the tender should it become necessary at any stage.

Head of Office, ZSI

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DECLARATION BY THE FIRM / VENDOR

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the Request for Proposal for which I/We have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by the conditions from serial No 1 to 38. This is also certified that I/We/our OEM / Service Provider / Firm have no objection in signing the contract if the opportunity for the services against this tender is given to me/us.

Date:……..

Signature

Address:……
……..
……..

Name:……

Designation:……

On behalf of:……..

(Company Seal)

GOVERNMENT OF INDIA

Zoological Survey of India
M-Block, New Alipore,
Kolkata-700 053

PART – 1(B)

VENDOR EVALUATION FORM

ZOOLOGICAL SURVEY OF INDIA, NEW ALIPORE, KOLKATA

Sl No	Particulars	To be filled in by the Tenderer	
			Page/Index No.
1.	Name of the Firm/ Service Provider		
2.	Full address of Firm along with Telephone no. Fax no. E-mail address : (Please attach documentary proofs)		
3.	Are you a OEM or dealer / Firm (Please attach documentary proofs)		
4.	Are you a Registered under Indian Companies Act? (Please attach documentary proofs)		
6.	Annual turnover in last 3 financial years in Lacs. i. Year 2021-2022 ii. Year 2022-2023 iii. Year 2023-2024 (Please attach documentary proofs **as per Annexure - I**)		
7.	Details of EMD Amount Draft No Date Issuing Bank (please attach relevant document)		
8.	Proof of experience for supply of similar items in Central Government Organization		
9.	GST Registration No with Place (Please attach documentary proofs)		
10.	Income Tax Registration No with place (Please attach documentary proofs)		
11.	Notarized Affidavit of undertaking that the firm has not been blacklisted / debarred by any Department of Govt. of India (Please attach documentary proofs)		
12	Whether the firm accepts the terms and conditions of Request for Proposal		

Note: - All documentary proofs submitted with the evaluation form shall be marked with page/index no.

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Signature and seal of the bidder:

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PART – 1(C)

QUANTITY & SPECIFICATION of 8 MID END WORKSTATION
Compliance details need to fulfilled by the bidder

S. No.	Item	Minimum Specifications	QTY	Complaince
				Make/Model No.
1	Form Factor	Clamshell	8	
2	Chassis	Metallic Body (at least display cover & Keyboard Deck) With metallic hinges		
3	Chipset	Integrated in Processor		
4	Processor	Intel Core Ultra 5 225H		
5	Memory	8 GB DDR5-5600 MT/s ,should support Dual Channel, Memory expandability up to 48 GB with 2 DIMM Slots		
6	Storage	1 TB PCIe NVMe Solid State Drive		
7	Graphics	Integrated Intel Graphics		
8	Audio	Integrated audio controller with 2 Integrated stereo speakers		
9	Operating System	Windows 11 Professional		
10	Networking	Integrated Gigabit 10/100/1000 Ethernet Controller		
		Integrated Intel AX211 Wi-Fi 6E and Bluetooth 5.3		
11	Ports	Video: 1 HDMI 2.1, Audio Port: 1 Headphone/microphone combo jack; USB:2 x USB Type-A 5Gbps (Powered) or higher, & At least 2 x USB Type-C 20Gbps (USB Power Delivery 3.0, DisplayPort 1.4) or higher, LAN Port: 1 RJ45 Ethernet port		
12	Slots	2 M.2 for WLAN & Storage		
14	Backpack	Suitable Backpack with OEM logo		
15	Keyboard	spill resistant & backlit keyboard		
	Touchpad	Touchpad with Multi-Touch gestures support		
16	Battery	3-cell, 56 Whr Li-ion Long life Battery, should Support battery fast charge - Approximately 50% in 30 minutes, should be able to provide battery backup of at least 12 Hours in ideal test conditions in MobileMark25 benchmark		

17	Power Supply	65 Watt USB Type-C adapter		
18	Weight	up to 1.4 Kg including battery		
19	Security	Hardware based endpoint security controller TPM 2.0, Integrated Finger print sensor, Tamper Lock, Standard Security Lock Slot, Drive lock option for SSD to secure Data, Provision for automatically detect, stop, and recover from a BIOS attack or corruption without manual intervention, Integrated protection from malware on malicious websites, Integrated (Built-in) real-time detection and prevention of zero-day threats and advanced persistent threat (APT) attacks for Windows applications- OEM must provide a complete endpoint protection suite including BIOS-level security & AI-based malware isolation		
20	Manageability	Integrated utility to enables hardware level testing outside the operating system & Drivers should be available on OEM Website for download		
21	Certifications	Microsoft Windows 11 Certification, FCC,CE, RoHS, UL, EPEAT India Gold Certificate, Energy Star, TCO 10.0 & 19 MIL-STD 810H Certified, OEM ISO 9001,14001,20000-1,27001		
22	Display	14" , WUXGA (1920 x 1200), Touch Screen , anti-glare, 300 nits with integrated dual array microphone and 5MP Webcam + IR ; Display Screen to Body Ratio: 88.80% ; Aspect Ratio 16:10		
23	Warranty	3 Years onsite including battery		

Addition Parameters:

1. Technical Compliance must be OEM letterhead.
2. OS undertaking must be OEM letterhead.
3. Warranty declaration on OEM letterhead.
4. OEM market presence in India minimum 15 years.
5. The Workstation would be working in coordination with the existing HPC of ZSI. Hence vendor should have experience in integrating the ordered equipment with HPC's.
6. The bidder should have experience in setting up HPC (High Performance Computing) infrastructure.
7. Minimum 2 HPC order proofs with completion certificates over the last 5 years must be attached with the Technical Bid.

***Please mentioned listed items/product fulfilling the compliance with respect to each specification mentioned with Make and model/lot/catalogue No. and also attached OEM/brochures wherever Possible**

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Signature and seal of the bidder:

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PART – 1(D)

EVALUATION CRITERIA & PRICE BID ISSUE

The broad guidelines for evaluation of Bids will be as follows:

a. Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the Request for Proposal, both technically and commercially.

b. Bids forwarded by the Bidders will be evaluated by the Buyer with reference to the technical specification of the items as mentioned in the Request for Proposal. The Price Bids of only those Bidders will be considered whose Bids would meet the technical parameters.

c. The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format. The Lowest Bid will be decided upon the lowest price quoted by responsive suitable technically qualified Bidder. Lowest cost will be decided upon lowest process quoted for each lines / items. Purchase Order would be placed to L1 firm who meets all criteria mentioned in the tender as and when requirement arises.

d. 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 will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.

e. The Lowest Acceptable Bid will be considered further for placement of contract / Supply Order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do Apportionment of Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.

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Signature and seal of the bidder:

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PART – 2

ZOOLOGICAL SURVEY OF INDIA, NEW ALIPORE, KOLKATA PRICE BID FORMAT

(Bidders are requested to offer their price bid in the following format with respected to each items listed)

Sl No	Description Item Name: Make and Catalogue No.	MOQ	Qty.	Unit Price (in Rs)	Unit GST……. (in Rs)	Total Cost with TAX (in Rs)
	Net bid price in Rs.					

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Signature and seal of the bidder:

ANNEXURE – I

(in Company letter head)

_____ & Co./Associates
Chartered Accountants
Address: _____

TURNOVER, PROFIT & LOSS AND NET WORTH CERTIFICATE / TO WHOM IT MAY CONCERN.

This is to certify that, M/s_____, a company registered under the Company Act, 1956, having its registered office at _____, is having turnover, profit & loss and net worth status for last three financial years as under:-

Sl. No.	Year	Annual Turnover(in INR)	Profit & Loss(in INR)	Net worth(in INR)
1.	2021-22			
2.	2022-23			
3.	2023-24			

The above has been verified by book of accounts, relevant documents and other records.

Signature of Auditor/Statutory Auditor/Authorized Authority
Name & designation:
Membership No.:

Dated:
Place:

Seal of auditing Company/Associates