

**GOVERNMENT OF ASSAM**  
**DIRECTORATE OF SERICULTURE ::::: ASSAM**

No. APART/Seri-OPIU/56/2022/74

Dated Guwahati the 20<sup>th</sup> June/2023

**REQUEST FOR QUOTATION (RFQ)**

**Sub: Request for Quotation related to hiring of an Agency for “Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture project for Real Time-Based Data Uploading for Geospatial Information.”**

1. The Government of Assam (GoA) through the Government of India (GoI) has received a loan from the International Bank for Reconstruction and Development (IBRD) [the World Bank] towards the cost of the Assam Agri-business and Rural Transformation Project (APART). Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex coordinating and monitoring agency for the project.
2. The Project is implemented under the eight (8) line departments of GoA including their Directorates/Agencies/Commissionerate. For smooth implementation of the Project, Core Project Implementation Units (CPIUs) have been set up at Administrative Department level headed by the Senior-most Secretary and Operational Project Implementation Units (OPIUs) at Directorate/Agency level.
3. The Director, Sericulture now intends to hire an agency for “**Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture project for Real Time-Based Data Uploading for Geospatial Information**” under APART project and hence seek quotations from reputed & eligible bidders for the aforementioned service. **The RFQ may be downloaded from the departmental website <https://sericulture.assam.gov.in/resource/tenders-1>.**
4. In this connection, you are requested to submit sealed quotation in two (2) bid system (**Technical and Financial**) addressed to “**The Director, Directorate of Sericulture, Khanapara, G.S. Road, Guwahati-781022 (Assam)**” on or before **2:00 P.M. of 12<sup>th</sup> July, 2023.**
5. This Request for Quotation includes documents to facilitate preparation and submission of quotations, criteria for qualification, evaluation and for award of contract and relevant form to be filled by the bidders.
6. The sealed envelope should be superscribed as “**Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture project for Real Time-Based Data Uploading for Geospatial Information**”; not to be opened before **12<sup>th</sup> July, 2023 at 2.30 P.M.**” Quotations received beyond the last date and time shall be summarily rejected.
7. Quotations received shall be opened on the same day, i.e. **12<sup>th</sup> July, 2023 at 2.30 P.M.** in presence of the bidders or their representatives who choose to attend at the office of the undersigned. If the office happens to be closed on the date of opening of the Quotations as specified, the Quotations will be opened on the next working day at the same time. The Director, Sericulture shall not be held liable for any delay in the receipt of Quotations.
8. The bidders are advised to go through the **Instructions to Bidders at Section II** and satisfy themselves before submitting the quotations.
9. The Director, Sericulture reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract, without assigning any reason thereof and without thereby causing any liability to any of the bidder.
10. Interested bidders may enquire more about the assignment from the office of the undersigned on all working days from 11:00 A.M to 4:00 P.M.

Sd/-

Director of Sericulture, Assam  
Reshom Nagar, Guwahati, Khanapara- 22, Assam

**SECTION- I**

**BID FORM- TECHNICAL PART**

*(to be submitted on the letterhead of the firm/agency as part of the Technical cover)*

No. APART/Seri-OPIU/56/2022/74

Dated Guwahati the 20<sup>th</sup> June/2023

**Our Reference no**.....

**Dated**.....

**To:**

The Director of Sericulture  
Reshom Nagar, Khanapara- 22  
Assam

**Sub:** Request for Quotation [RFQ] for *Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture for Real Time-Based Data Uploading for Geospatial Information under APART project.*

**Madam,**

1. I/We, the undersigned, hereby submit our Technical and Financial Quotations in two separate envelopes.
2. In submitting our Quotation, we make the following declarations:
  - (a) **No reservations:** I/We have examined and have no reservations to the RFQ document. Bid submitted by me/us are properly signed & sealed so as to prevent any subsequent replacement;
  - (b) **Conformity:** I/We offer to supply in conformity with the RFQ document and in accordance with the delivery schedule specified in the bidding document;
  - (c) **Quotation Validity Period:** My/Our Quotation shall be valid for a period of 60 days from the deadline fixed for the quotation submission;
  - (d) **Eligibility:** I/We meet the eligibility requirement and have no conflict of interest; I/we are not participating in more than one quotation in this bidding process, and I/we have not been temporarily suspended or debarred by the World Bank or blacklisted or suspended by any Central or State Government or PSU;
  - (e) **Fraud and Corruption:** I/We hereby certify that we have taken steps to ensure that no person acting for me/us or on our behalf will engage in any type of corrupt, fraudulent, collusive, coercive, or obstructive practices; and I/we will strictly observe the laws against fraud and corruption in force in India namely, "Prevention of Corruption Act, 1988."

Yours faithfully,

.....  
(Signature of the authorized person)  
Name of the authorized person: .....  
In the capacity of (*legal capacity in the firm*): .....  
Address of the firm: .....  
Tel/Mobile no. of the authorized person: .....  
Dated: .....

## SECTION- II

### INSTRUCTIONS TO BIDDERS (ITB)- TECHNICAL PART

- 1) This RFQ documents is in connection with **Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture project for Real Time-Based Data Uploading for Geospatial Information** under the APART project.
- 2) **Preparation and Submission of Quotation:**
  - a) Quotation shall be addressed to ***“The Director of Sericulture, Govt. of Assam, Reshom Nagar, Khanapara- 22, Assam.”***
  - b) Quotations shall be submitted in two (2) envelopes, i.e., **Technical cover & Financial cover**. The supporting documents as mentioned in the RFQ shall be placed inside the *Technical cover* and the financial format shall be put inside the *Financial cover*. Both the envelopes shall be placed inside a larger envelope which is to be sealed from all sides. *The name of the bidder, address, email id and contact no. should be mentioned on the reverse of the sealed envelope.*
  - c) All pages of the quotation shall be signed and stamped by the authorized person to indicate that the bidder has agreed to all terms and conditions of the quotation. Overwriting, alterations, if any, in the quotation should be signed by the authorized signatory only.
  - d) Quotation not accompanied by specified documents, self-declarations, signatures, signed copy, etc. of this RFQ may be rejected by the office as non-responsive and may not be evaluated.
  - e) Bidders shall ensure deposition of their quotations in the tender box kept at the office of the Directorate of Sericulture, Assam Reshom Nagar, Khanapara- 22, Assam on or before **2.00 P.M. of 12<sup>th</sup> July, 2023.**
  - f) Any quotation received after the deadline for submission of bids shall be rejected & returned to the bidder.
- 3) **Opening of Quotation:** The quotations shall be opened in the presence of bidders or their authorized representative who wish to be present at the time of opening of bids on the due date and time.
- 4) **The Quotation (Technical) shall comprise the following:**
  - a) Bid Form given at **Section I**;
  - b) Signed copy of the complete RFQ document;
  - c) Evidence in accordance with **Clause 7** of this Section of the RFQ establishing the bidder’s qualifications to perform the contract, if its quotation is accepted;
  - d) Bidder’s Profile as per the format given at **Section IV**;
  - e) Bid Form- **Section V in Financial cover**;
  - f) Self-declaration that the bidder has not been blacklisted by any government agency as per **Section VII**;
  - g) **Earnest Money Deposit (EMD):** An EMD of **Rs. 23,000.00 (Twenty-Three Thousand)** only is to be submitted with the quotation drawn from any nationalized or scheduled bank in favour of ***“The Director of Sericulture, Govt. of Assam, Reshom Nagar, Khanapara- 22, Assam.”***
- 5) **Quotation Prices**
  - a) The contract shall be for the full quantity as specified in the Price Quotation Form. Corrections of the quoted rate, if any, shall be made by crossing out, re-writing, initialing and dating.
  - b) The rates quoted by the bidder shall be fixed for the duration of contract and shall not be subject to adjustment/modification on any account.
  - c) ‘Discount’ or extra charges if any mentioned by the bidders shall not be considered unless these are specifically indicated in the price schedule.
  - d) All duties, taxes (including GST, etc.) and other levies payable by the contractor under the

contract shall be included in the total price.

e) The Prices should be quoted in Indian Rupees only.

6) **Validity of Quotation:** Quotation shall remain valid for a period not less than **60 (sixty) days** after the deadline date specified for bid submission.

7) **Eligibility Criteria:** to qualify for award of the contract, the bidder:

- i. should be operating in India for at least last **three (3) years (FY 2022-23, 2021-22 & 2020-21)** as on the last date of bid submission. (*Attach certificate of incorporation/Certificate of commencement of business*);
- ii. must have executed contracts of similar software/customized product for Design, Development, Implementation and Maintenance of software for state/central government/PSU (**not less than contract value of Rs 10.00 Lakhs**) in the last **three (3) years (FY 2022-23, 2021-22 & 2020-21)** (*Attach copies of minimum two (2) work orders/completion certificates duly attested by concerned office*);
- iii. should have minimum annual financial turnover of **Rs. 30.00 lakhs** in each of the last three financial years (**FY 2021-22, 2020-21 & 2019-20**); (*Attach copy of CA certified statement for the last three financial years*);
- iv. registered office in Guwahati (*document to prove address*);
- v. should not been blacklisted/debarred/suspended/banned from business dealing by the World Bank/any Department of State/Ministry of Central Government/PSU as on date of filling the responses to this RFQ; (*self-declaration on the agency's letterhead as per Section VII*)
- vi. List of personnel with name, designation, qualification, years of experience who shall be engaged with the assignment if the bidder is selected for the assignment (*attach CV- not more than one [1] page*);
- vii. The bidders who shall be found responsive by the committee shall have to submit a concept note on how it proposes to execute the assignment.

8) **Signing of Quotations:** The name and position held by each person signing the quotation and related documents must be typed or printed below the signature.

9) **Evaluation of Quotation:**

- a) The quotations shall be evaluated and determined to be substantially responsive, i.e. which,
  - i. are properly signed and sealed;
  - ii. have submitted the required documents and meet the criteria specified as indicated above;
- b) The bidders whose technical bids are found to be responsive shall be considered for opening of the financial covers;
- c) Evaluation shall be carried out on the basis of the total price quoted for all the services, including GST;
- d) Mere submission of quotation does not entitle a bidder for award of contract.

10) **Award of Contract:**

- a) The Director, Sericulture shall award the contract to the bidder among whose quotation have been determined to be substantially responsive and who has offered the lowest responsive price.
- b) Notwithstanding the above, the Director, Sericulture also reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- c) The bidder whose quotation is accepted will be notified of the award of contract by the Director, Sericulture prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the work order.
- d) Any issues related to the execution of the assignment shall immediately be addressed by the selected

bidder.

- 12) **Performance Security:** The successful bidder shall have to deposit a Performance Bank Guarantee (PBG) equivalent to **5% (five percent)** of the quoted price in the form of a Bank Guarantee drawn from any nationalized or scheduled bank in favour of the *Director of Sericulture, Assam, Khanapaar-22, Guwahati, Assam* with a validity period of **15 (fifteen) months** from the date of award of contract.
- 13) **Liquidated damage:** In case of delay in service delivery as per the agreed deliverables, a liquidated damage **@0.5%** of the contract price for every 7 (seven) days of delay shall be imposed and the corresponding amount shall be deducted from the bill.
- 14) **Payment:** Payment shall be made after satisfactory delivery of agreed deliverables. All payments to the successful bidder shall be made by Account Transfer only. All taxes (GST, etc.) shall be dealt with as per the govt. laws. No advance payment shall be made.
- 15) **Force Majeure:**
  - (a) **Definition:** For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.
  - (b) If either Party is prevented from or delayed in performing any of its obligations under the contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances thereof within seven (7) days after the occurrence of such event. The Party who has given such notice shall be excused from the performance of its obligations under this contract for so long as the relevant event of Force Majeure continues and to the extent that such Party's performance is prevented or delayed. The occurrence of any event of Force Majeure affecting either party shall not give rise to any claim for damages or additional costs and expenses suffered or incurred by reason of Force Majeure.
  - (c) **Extension of Time:** Any period within which a Party is unable of execute the assignment on account of Force Majeure shall be extended for an equal period of time which shall be mutually decided.

## SECTION-III

### SCOPE OF WORK

#### A. Background:

1. The Government of Assam (GoA), through the Government of India has received a loan of US\$200 million from the World Bank for implementation of the **Assam Agribusiness and Rural Transformation Project (APART)**. The Project Development Objective (PDO) is to **“add value and improve resilience of selected agriculture value chains, focusing on small holder farmers and agro-entrepreneurs and to advance Assam's COVID-19 response.”** The project adopts a value chain and clusters approach to achieve the targeted objectives. The prioritized value chains are those of **(i)** cereals (rice, maize); **(ii)** pulses; **(iii)** spices and condiments (ginger, turmeric, mustard); **(iv)** fruits (banana, Pineapple) & vegetables; **(v)** livestock (pork, milk) & fish and **(vi)** specialty commodities (eri and muga silk). More details about the project may be seen at the following url- <http://www.arias.in/apart>.

#### B. Objectives of the Assignment:

1. Currently OPIU – Sericulture had some offline tracking mechanism to trace various activities undergoing in the field areas along with utility of manpower. Now, OPIU- Sericulture is intending to *Develop digital tracking mechanism for effective monitoring of all APART related field level activities under OPIU Sericulture along with proper reporting tools.*
2. Developing an online *mobile phone-based* management application would enable the Directorate of Sericulture to track and control the field level activities in proper and time bound manner. It is envisaged to help the department in planning allocation and sub-allocation of activities with financial data in order to have a better *implementation of the components like* plantation of host plants, productions of cocoon, DFLs, raw silk, etc.

#### C. SCOPE OF WORK:

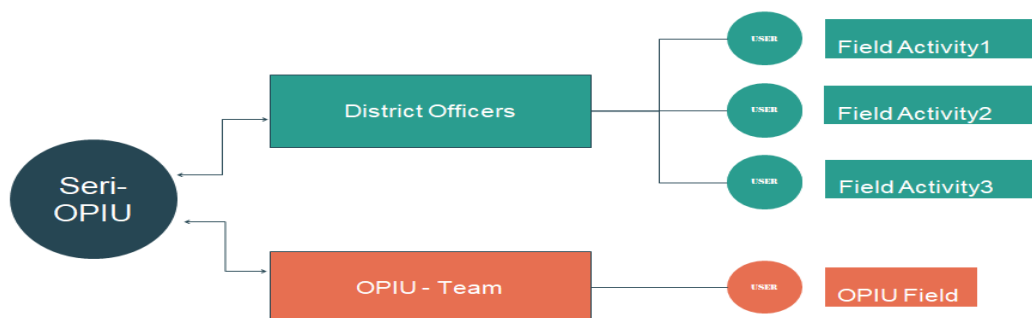
1. **The scope of the assignment includes the following but not limited to:**
  - i. Requirements gathering from the department officials on the information checklists, workflows, approval hierarchy, compliance requirements and necessary nodes of integration, etc.
  - ii. Develop the Functional requirements of the System.
  - iii. Develop the web-based application with functionalities as given below:
    - a. Maintaining users (sericulture field level officials) contributions;
    - b. User management;
    - c. Various Training management with cost provision and utilization;
    - d. Surveyed area along with GIS data;
    - e. Approve/modify/reject all training related data to make an analytical scope Monitor;
    - f. Data management with proper formatting, *analysis of data* and dynamic management of all reported data (feedback mechanism to all levels);
    - g. Automated flagging for pendency and reporting to higher authority;
    - h. MIS Reports for management/admin.

- iv. Elaborate User Acceptance Testing of the SERI MIS TOOL.
- v. Project Management- Implementation Assistance.
- vi. Training of the concerned team from the Department.
- vii. Post implementation support on the application for 12 months.

#	Tasks	Details	Deliverables	% Payment	Timelines from the date of signing the contract
a.	<b>Preparation of functional specification of SERI MIS TOOL along with Mobile app</b>	The functional specification document should comprise of all the Functionalities of the module. Requirement gathering to be conducted with the Sericulture Department and accordingly, the Functionalities have to be developed.	Functional specifications	70%	75 (seventy-five) days from the date of signing of the agreement
b.	<b>Development and implementation of SERI MIS TOOL and Mobile App.</b>	The consultant will have to develop the <b>SERI MIS TOOL</b> web-based and mobile phone application portal with the below modules: i) Master of all the stakeholders of the system, viz., Directorate Officials, District level Officials, FIG and FPC members; ii) User management; iii) Submit indent, allocation and sub-allocation by relevant parties to concerned authorities; iv) Approve/modify/reject indent, allocation and sub-allocation requests by concerned authorities; v) Uploading of utilization documents by concerned authorities/users vi) capturing host plant Plantation, rearing <i>eri or muga silkworm</i> and production of <i>cocoon, DFLs</i> and raw silk as well as status updation by relevant parties; vii) <i>Analysis of collated data</i> ; viii) MIS Reports for management/ admin.	Source code for the application with the modules as mentioned under SERI MIS TOOL.	-	-
c.	<b>User Acceptance Testing (UAT)</b>	The consultant will have to conduct the User Acceptance Testing (UAT) on the SERI MIS TOOL application before making it live.	UAT test results conducted on the SERI MIS TOOL application.		
d	<b>Training</b>	The consultant will have to conduct training of the concerned team from the Sericulture Department's master	User manuals on the application	10%	90 (Ninety days) days from the date of signing the

		trainers on the usage of the SERI MIS TOOL application. The consultant will also have to conduct the Training and Knowledge Transfer on the SERI MIS TOOL application to the <i>concerned district field staff</i> and IT team of Sericulture Department.			contract
e.	<b>Post Implementation Support</b>	The consultant will have to provide post implementation support for a minimum period of 1 year (twelve months)	Support to all tasks against sl. no. a, b, c & d above.	<b>20%</b>	At the end of 12 (twelve) months w.e.f. development/live of the portal in all respects to the satisfaction of the client.
f.	<b>Project Management</b>	The consultant will have to provide Implementation Assistance, Progress tracking and Impediment Management of developing the SERI MIS TOOL solution. The consultant will also have to provide reports on the status of the project on a weekly basis including <i>Troubleshooting mechanism</i>	Reports on the progress of the projects bi-weekly or monthly basis.		

#### D. Flow Chart (Organogram)



#### E. Key tasks to be carried out by the successful bidder, deliverables to be submitted and payment terms:

1. The key tasks to be carried out by the successful bidder during the period of assignment and the payment terms are mentioned below:

The Consultant will submit the above-mentioned reports/documents to the Client (i.e., the Director, Sericulture) during the assignment period, both in soft and hard copies. The soft copies shall also include all the analysis, documentations on the code done by the consultants, etc. A final E- copy of the report should be submitted to the Client. All the reports and documents shall be in English language and in mutually agreed formats.

Also, after submission/completion of each deliverable, the Consultant may be asked to make a presentation/demo to the client at a mutually agreed date, time and venue.



**F. SERVICE PERIOD:**

1. The consultant's services shall commence with effect from the date of signing of the contract agreement. The assignment initially will be for a period of 15 (fifteen) months (3 months for development of the MIS portal and 12 months for maintenance of all components after its successful creation).

**G. SERVICES TO BE PROVIDED BY THE CLIENT:**

1. The client would provide the Consultant with the following reports/documents/services:
  - a) Necessary support in gathering information regarding the web platform and master of all the stakeholders available with the Sericulture department to develop the modules of the SERI MIS TOOL application;
  - b) Facilitate access to relevant available data that is required to fulfill the tasks outlined in the scope of works/key tasks;
  - c) Provide, where appropriate, administrative support to the agency in the conduct of the assignment.
  - d) Application hosting and the related activities will be the responsibility of the vendor for one year, after one year the Directorate of Sericulture shall take over the hosting of the application.
  - e) Reasonable support towards collection of data related to fertilizer distribution, in terms of prior intimation to the concerned offices.

**H. Review Mechanism**

1. The Director, Sericulture either by himself/herself or through a Committee constituted for the purpose will review the performance of the agency bi-monthly or as & when felt necessary.

In addition, the State Project Director, ARIAS Society or the Committee will review the deliverables, reports and the performance of the agency during the period of the assignment wherein all the key experts of the agency will have to remain present.

**SECTION IV**

**PROFILE OF THE BIDDER (On Agency's Letterhead)**

Sl. No.	Details	Whether relevant documents submitted (Yes/No)
1)	Name of the Firm/Agency:	
2)	Type of the Firm/Agency: Proprietary/Partnership/Pvt. Ltd./Public Ltd. Company, etc.	
3)	Registered address of the Firm/Agency in Guwahati (with website url, if any)	
4)	Up-to-date Trade License	
5)	PAN Number of the Firm/Agency:	
6)	GST Number Firm/Agency:	
7)	Name of Authorized Person with designation, email id & Mob. No. Firm/Agency:	
8)	Bank Details Firm/Agency:	

Signature: .....

Full name and designation: .....

Date: .....

(Seal of the Agency)

**SECTION- V**

**BID FORM - FINANCIAL PART**

***(This form must be submitted only using the official letterhead of the firm/agency).***

No. APART/Seri-OPIU/56/2022/74

Dated Guwahati the 20<sup>th</sup> June/2023

Our Reference No.....

Dated.....

**To:**

The Director of Sericulture  
Reshom Nagar, Khanapara- 22, Assam

**Sub:**

Request for Quotation [RFQ] for *Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture project for Real Time-Based Data Uploading for Geospatial Information.*

**Madam,**

We, the undersigned, hereby submit our Quotation. In submitting our Quotation, we make the following declarations:

- (a) **No reservations:** We have examined and have no reservations to the RFQ document;
- (b) **Conformity:** We offer to provide service in conformity with the RFQ document and in accordance with the specifications specified in the RFQ document;
- (c) **Quotation Validity Period:** Our Quotation shall be valid for the period of 45 days, from the deadline fixed for the Quotation submission;
- (d) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of corrupt, fraudulent, collusive, coercive, or obstructive practices, and we will strictly observe all the laws against fraud and corruption in force in India including the "Prevention of Corruption Act 1988."
- (e) I/We have read and understood the detailed terms & conditions mentioned in the quotation and shall abide by it in case being invited for the award of contract.
- (f) It is hereby declared that particulars furnished herewith are true and correct as per my/our knowledge and belief. In the event of any particulars are found to be false, I/We shall be liable to such consequences/lawful actions as the Director, Sericulture wishes to take.

Sl.	Particulars	Qty (a)	Unit cost (in Rs.) (b)	GST (in Rs.) (c)	Total cost incl. GST, etc. (in Rs.) (d)=(b)+(c)
1	Cost for <i>Developing a Web Application, Reporting Tool and Mobile App for tracking field level activities of Sericulture project for Real Time-Based Data Uploading for Geospatial Information including maintenance for 12 months</i>	1 (one)			
<b>Total Amount (In Rs.) =</b>					

Total Amount (in words)

Rupees .....

Yours faithfully,

(Authorized Signature)

Name & Title of Signatory \_\_\_\_\_

In the capacity of *[insert legal capacity of person signing the Letter of Quotation]*

Name of Bidder \_\_\_\_\_

Telephone no. \_\_\_\_\_ email id \_\_\_\_\_

Address \_\_\_\_\_

Dated on \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

***(Note: The lowest evaluated responsive bidder shall be decided on the total amount quoted inclusive of GST and other taxes as applicable)***

**SECTION- VI**

**PERFORMANCE SECURITY - BANK GUARANTEE**

*[Guarantor letterhead or SWIFT identifier code]*

Performance Guarantee No.....*[insert guarantee reference number]*

Date.....*[insert date of issue of the guarantee]*

To: \_\_\_\_\_ *[name of Purchaser]*

\_\_\_\_\_ *[address of Purchaser]*

WHEREAS \_\_\_\_\_ *[name and address of Supplier]* (hereinafter called "the Applicant") has undertaken, in pursuance of Contract No. \_\_\_\_\_ dated \_\_\_\_\_ to execute \_\_\_\_\_ *[name of Contract and brief description of Goods and related Services]* (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Applicant shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Applicant such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you on behalf of the Applicant, up to a total of \_\_\_\_\_ *[amount of guarantee<sup>1</sup>]* \_\_\_\_\_ *[in words]*, such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand 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 for the sum specified therein.

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

We further agree that no change or addition to or other modification of the terms of the Contract or of the Goods and related Services to be supplied thereunder or of any of the Contract documents which may be made between you and the Applicant 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 \_\_\_\_\_ i.e., 60 days following the Completion date of the Contract including any warranty/service obligations and any demand for payment under it must be received by us at this office on or before that date.

Signature and seal of the guarantor \_\_\_\_\_

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

<sup>1</sup> An amount shall be inserted by the Guarantor, representing the percentage of the Contract Price specified in the Contract and denominated in Indian Rupees.

**SECTION VII**

**Declaration (On Agency's Letter Head)**

- 1) I/We \_\_\_\_\_ (Name & Designation) solemnly affirm that the facts stated above are correct and nothing has been withheld. If any information submitted above, is found to be false or fabricated, I/We may be liable to be debarred from empanelment.
- 2) This is certify that the agency has not been blacklisted/ debarred/ suspended/ banned from business dealing by any Ministry/ Department of State/ Central Government/ PSU/ Private sector as on date of filling the responses of this RFQ.
- 3) I/We permit Directorate of Sericulture, Assam to inspect my/our records to ascertain the above facts.
- 4) I/We permit Directorate of Sericulture, Assam to cross check the above facts from any other source.
- 5) I/We will abide by the decision of Directorate of Sericulture, Assam.
- 6) I/We have read & understood the RFQ and agree to all the terms & conditions stated therein.

Signature: .....

Full name and designation: .....

Date: .....

(Seal of the organization)