

CENTRAL BUREAU OF INVESTIGATION
Administration Division,
Plot No. 5-B, CGO Complex,
Lodhi Road,
New Delhi-110003.

Price of Bid Document: Rs. 1,000.00

No. DPAD2 2016/_____/9/1/2014-15/AD.II Dated: November, 2016

NOTICE INVITING TENDER

Online Tender is invited on behalf of President of India, from reputed firm to award the work of translation of **30,000 pages/documents** approximately in Italian to English language. The quantity of the pages/documents is expected to be increased/decreased.

For the said assignment sealed tenders are invited from the competent translator intending to participate in the bid process.

Tender No.	No. DPAD2 2016/_____/9/1/2014-15/AD.II dated: November, 2016
Cost of Tender Document	Rs. 1,000/-
Estimated value of tender	Rs. 1,56,00,000/-
Amount of Earnest Money Deposit	Rs.4,68,000/-
Venue	Central Bureau of Investigation, AC-II, CGO Complex, 8 th Floor, Plot No.5-B, Lodhi Road, New Delhi.
Date and time of uploading of Tender on CPP Portal	29.11.2016 at 1230 hrs.
Last date and time of receipt of tender	20.12.2016 at 1800 hrs
Date & time of opening of tender	21.12.2016 at 1130 hrs.

Tender Fee and EMD in the form of Demand Draft drawn in favour of “**Admn. Officer (A), CBI, New Delhi**” should be submitted in the office of Admn. Officer (A), Central Bureau of Investigation, 7th Floor, CGO Complex, Lodhi Road, New Delhi- 110 003 on all working days till the last date and time of submission of bid. Tender form can be downloaded from the CBI’s website (www.cbi.gov.in, for reference only) as well as CPPP website (<http://eprocure.gov.in/eprocure/app>). The tender complete in all respects should be received online on or before the date and time as indicated in the Schedule of Tender.

Admn. Officer (A)
CBI/Headquarters,
New Delhi
Email ID: aoa@cbi.gov.in
Tele No.011-24366028

CENTRAL BUREAU OF INVESTIGATION
Administration Division,
Plot No. 5-B, CGO Complex,
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No. DPAD2 2016/_____/9/1/2014-15/AD.II

Dated: November, 2016

GENERAL TERMS AND CONDITIONS

Sub: Translation of **30,000 pages/documents** approximately in Italian to English language. The quantity of the pages/documents is expected to be increased/decreased.

1. Parties:

The parties to the Contract are the firm (the tenderer to whom the contract for translation shall be awarded) and the Government of India through the **Administrative Officer (A), CBI, New Delhi** for and on behalf of the President of India.

2. Addresses:

For all purposes of the contract including arbitration hereunder, the address of the firm mentioned in the tender shall be final unless the firm notifies a change of address by a separate letter sent by Registered Post with Acknowledgement to the undersigned. The firm shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

3. Earnest Money:

Earnest Money of Rs. 4,68,000/- {Rupees four lakh sixty eight thousand only) for aforesaid work, must be deposited by bidders through DD from any of the nationalized Bank payable at New Delhi. The Demand Draft should be drawn in favour of '**Administrative Officer (A), CBI, New Delhi**', payable at New Delhi. The original Demand Draft towards EMD and cost of Tender Document for Rss.4,68,000/- and Rs.1,000/- respectively should be deposited in separate envelope in the office of Tender Inviting Authority before the date and time of opening of online bids. However, scanned copies of both the DDs are required to be uploaded on CPP portal. EMD of unsuccessful bidder will be returned without any interest within a period of 3 months from the date of award of the contract. Technical Bid should be accompanied with DDs for EMD and Tender Fee. No other form of Earnest Money Deposit will be accepted.

- 3.1. No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the Department in respect of any previous supply will be entertained.
- 3.2 Tender shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited to the Government.
- 3.3 The amount deposited as Earnest Money Deposit as required in Clause 3 above will not carry any interest.

- 3.4 The tenders without Earnest Money Deposit will be summarily rejected.
- 3.5 No claim shall lie against the Government Department in respect of erosion in the value on the amount of Earnest Money Deposit or Security Deposit.

4. General

- 4.1 Any attempt on the part of the tenderer to influence in any way for the acceptance of his tender will render the tender for rejection.
- 4.2 The decision of the competent authority in CBI, New Delhi shall be final on any matter of dispute arising out of this tender.
- 4.3 The assignment is highly confidential in nature. As such, the Bidder will be required to sign confidentiality, non-disclosure pact.
- 4.4 Each page of the translated documents should be signed and stamped by the translator/agency and at the end of the translated documents, shall be certified that the translation is accurate to the language in the original document as the same are required to be used in the court of law.

5. Preparation and Submission of Tender:

5.1 The tender should be submitted in two parts

Technical Bid

- 1) Scanned copy of Tender Fee and EMD.
- 2) Scanned copy of Tender Acceptance Letter, PAN, TAN,
- 3) Scanned copies of Certificate of Registration of Firm, if any.
- 4) Scanned copy of Orders of the works of similar type of translation of documents to Govt. Departments, PSUs, Semi Govt. Departments during the last 3 years (Optional)
- 5) Scanned copy of Income Tax return of Last 3 Years
- 6) Scanned Copy Vendor's Response/deviation to Technical Specifications.

The Technical Bid of such Tenderer who submits the hard copy of cost of Tender document and Earnest Money Deposit on or before bid submission closing date and time shall only be opened.

CBI reserves the right to ask the bidders to give demonstration of the products quoted by them, if required, to qualify technical evaluation.

Price/Commercial Bid

- 1) Price bid in the form of Schedule-X.
 - a. The price quoted shall be firm and final. The price quoted should also include the brake-up of Taxes and Duties as applicable on date of Opening of Tender. However, in case the rates of Taxes and Duties are increased or decreased, the Taxes and Duties as applicable on the last scheduled date of delivery shall be payable by the CBI.
 - b. At the time of payment of bill, the Income Tax, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment.

- 5.2 In exceptional circumstances, the **Admn. Officer (A), CBI, New Delhi** may solicit the bidders consent to an extension of the period of validity. The request and responses there to shall be made in writing (or by cable or telex). The bid security or Earnest Money deposit provided shall be suitably extended. A bidder may refuse the request without forfeiting its bid security. A bidder once granting the request will not be permitted to modify it.
- 5.3 The **Admn. Officer (A), CBI, New Delhi** may at his discretion, extend the deadline for submission of bids by amending the bid documents (in which case all rights and obligations of the **Admn. Officer (A), CBI, New Delhi** and bidders previously subject to deadline will thereafter be subject to the deadline as extended.

6. SUBMISSION OF BIDS

- 6.1 Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 6.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Tender Document.
- 6.3 Bidder has to select the payment option as “offline” to pay the tender fee/ EMD as applicable and enter details of the instrument.
- 6.4 Bidder should prepare the EMD as per the instructions specified in the tender document. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 6.5 A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the Price Schedule, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the Price Schedule file is found to be modified by the bidder, the bid will be rejected.
- 6.6 The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6.7 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. Unauthorized persons cannot view the data entered until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 6.8 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 6.9 Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

- 6.10 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

7. ASSISTANCE TO BIDDERS

- 7.1 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.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 3070 2232.

8. Signing of Tender:

- 8.1 Individual Signing the tender or other documents connected with contract must specify whether he/she signs as:
- (a) a 'sole proprietor' of the firm/concern or constituted attorney of such sole proprietor.
 - (b) a partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
 - (c) Director or a principal officer duly authorized by the Board of Directors of the Company, if it is a company.

N.B.:

1. In case of partnership firms, a copy of the partnership deed or general power of attorney duly attested by a Notary Public should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership deed or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
2. In the case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related documents must be signed by all partners of the firm.
3. A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the persons so signing had no authority to do so, the competent authority in CBI may, without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.
4. The tenderer should sign and affix his/ her firm's stamp at each page of the tender and all its Annexure as the acceptance of the offer made by the

tenderer will be deemed as a contract. NO PAGE SHOULD BE REMOVED/DETACHED FROM THIS NOTICE INVITING TENDER.

- 8.2 All columns in the tender schedule shall be duly, properly and exhaustively filled in ink. The rate shall be entered in words underneath the figures. No alteration in the description of the schedule shall be permitted. All corrections should be authenticated under the full signature of the tenderer. In case of variations in the rate quoted in words and in figures, the rate quoted in words only will be taken in to consideration.

9. Technical Bid:

The Technical bid should be submitted in form given in **Schedule-IX** along with the documents specified therein and a Demand Draft for EMD money as per clause 3 to be drawn in favour of 'Administrative Officer (A), CBI, New Delhi'. The technical Bid should be kept in a separate sealed cover duly superscribed and must also include PAN, Registration and VAT Certificate.

10. Commercial Bid/Financial Bid:

- 10.1 The Commercial Bid should be submitted in the form given in **Schedule-X** in a separate sealed cover duly superscribed. Both technical and financial bid are to be put in a bigger cover which should also be sealed and duly superscribed. The Commercial Bids of the tenderers short-listed after evaluation of technical bids only will be opened on the same date and time fixed for opening of tender. A duly constituted Tender Evaluation Committee (TEC) will evaluate the Technical Bids and "Commercial Bids.
- 10.2 The price should be quoted for A-4 size per page as well as per word. The price quoted shall be firm and final.
- 10.3 Taxes, if any, to be paid need to be duly indicated in the bid otherwise no extra payment would be made for this purpose.
- 10.4 Terms of payment as stated in the Tender Document shall be final.
- 10.5 At the time of payment of bills, the Income Tax, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment.

11. Validity of the bids:

The bids shall be valid for a period of 90 days from the date of opening of the tenders. This has to be so specified by the tenderer in the Technical bid and Commercial bid.

12. Opening of Tender:

The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter or authority from the tenderer and a proof of identification. On the date and time indicated in the "Schedule of Tender", Technical bids will be first opened and read out in the presence of tenderer's representatives

and then commercial bids of the tenderers short listed after evaluation of technical bids will be opened immediately.

13. Criterion for Evaluation of Tenders:

The evaluation of the tenders will be made first on the basis of technical information furnished in form given in Schedule-IX and then on the basis of commercial information furnished in form given in Schedule-X. The Commercial bid (Schedule-X) of such firms found valid based on technical parameters (as per Schedule-IX) will be opened on the same date, time and venue fixed for opening of tender, after opening of the Technical Bid. The award of supply order will be further subject to any specific terms and conditions of the contract. During evaluation of bids, TEC may, at its discretion, ask the bidder for any clarification of its bid. The request for clarification and the response shall be in writing. The lowest bid will be determined on the basis of whole amount of all the items mentioned in Schedule-X (Financial Bid).

Right of Acceptance:

- 13.1 CBI reserves all rights to reject any tender including of those tenderers who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of the CBI in this regard would be final and binding. Any failure on the part of the tenderer to observe the prescribed procedure and any attempt to canvas for' the award of contract will prejudice the tenderer's quotation.

14. Communication of Acceptance:

Successful Tenderer will be informed of the acceptance of his tender. Necessary instructions regarding the amount and time provided for Security Deposit will be communicated. The notification of award will constitute the formation of the contract.

15. Date of commencement and completion of works:

The Translation work must commence within a week from the date of issue of order. The completion period shall be of three months from the date of start of work. However, the completion period may be extended under special circumstances with the approval of competent authority in CBI.

16. Performance Guarantee:

- 16.1 The successful bidder shall have to furnish interest free Performance Guarantee equivalent to 10 % (Ten Percent) of the awarded value as contained in the Letter of Award in the shape of Demand Draft / Pay Order/Bank Guarantee within 7 (seven) days from the date of issue of letter of award intimating therewith the selection of the Bidder along with awarded value of the work and other terms and conditions pursuant to the tender document.

16.2 The successful bidder shall also have to execute an Agreement on NON-JUDICIAL Stamp Paper of value of Rs. 100/- (Rupees One Hundred – Payable by bidder only) in the prescribed proforma (To be supplied along with Letter of Award) within 3 (three) days of date of issue of letter of award. The agreement shall be between CBI as First Party and successful bidder as Second Party.

17. Liquidation and Damages & Arbitration:

17.1 In case the successful tenderer to whom letter of award is issued fails to observe or perform any of the conditions of the letter of award in pursuant to this tender document or fails to execute the order to the satisfaction of CBI or within the time specified in the letter of award then:-

- CBI may terminate the contract in whole or in part for non-completion of works within a specified time, and the CBI shall be at liberty to make the Risk Purchases at the cost of the successful tenderer to whom the letter of award was issued. In case Risk Purchases are made then CBI shall recover the extra cost of risk purchases from the Performance Guarantee already furnished by the successful tenderer.
- CBI may recover liquidated damages @ 1 % of awarded value of tender per week subject to 10 % of the awarded value.

17.2 The disputes, if any raised and not settled, shall have to be resolved through arbitration whose proceedings shall be in pursuance to Indian Arbitration and Reconciliation Act. 1996 (Latest) under the sole Arbitrator i.e. **Admn. Officer (A), CBI, New Delhi**.

17.3 It shall be lawful for the **Admn. Officer (A), CBI, New Delhi** in his discretion to remove or withhold any part of the order until such times as he may be satisfied that firm is able to do and will duly observe the said conditions and in the later event to reject or remove as the case may require any order executed otherwise than in a good and to the satisfaction of and by the time fixed by the Admn. Officer (A), CBI, New Delhi of the events aforesaid to make such arrangements as he may think fit for the execution of the order so removed or order in lieu of that so rejected or removed as aforesaid on account and at the risk of the firm. Delay in works will lead to penalty @1% of the value of tender for every week of delay or part thereof. (i.e. exceeding three days will be calculated as one week)

17.4 In the event of CBI terminating the contract in whole or in part, for non-completion of works as per delivery schedule, the works similar to those undelivered, and the firm shall be liable to pay the excess costs for such required works. However, the firm shall continue the performance of the contract to the extent not terminated

18. Penalty:

18.1 In the event of the firm failing to (i) Observe or perform any of the conditions of the order as set out herein; or (ii) Execute the order to the satisfaction of CBI and by the time fixed, it shall be lawful for Admn. Officer (A), CBI, New

Delhi in his/her discretion in the former event to remove or withhold any part of the order until such times as he/she may be satisfied.

- 18.2 Delay in delivery which lead to penalty @ 1% of the value of tender for every week of delay or part thereof. (I.e. exceeding three days will be calculated as one week)

19. Insolvency, etc.:

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified by the CBI shall have the power to terminate the contract without previous notice.

20. Breach of Terms and Conditions:

In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the supply order without assigning any reason thereof and nothing will be payable by CBI in that event and the Bank Guarantee shall also stand forfeited.

21 Subletting of Supply:

The successful tenderer shall not assign or sublet the work of any part of it to any other person(s)/firm without the specific permission of Admn. Officer (A), CBI, New Delhi. The decision in this respect shall be final.

22. Terms of payment:

The Contractor shall raised bill in triplicate for making payment. The payment shall be released after deducting statutory taxes/duties as per Govt's instruction issued from time to time. The Contractor shall also submitted their requisite bank details of his Current Bank Account. The TDS certificate shall be provided to agency by CBI.

**Admn. Officer (A),
CBI, New Delhi**

1. SPECIFICATIONS:

- (i) The tenderer required to mention quality & make of A-4 size paper to be used.
- (ii) If the quoted rate is per page, the number of word per page, font size, spacing between the lines and spacing for margin are required to be mentioned by the tenderer.
- (iii) Rate per page if both side of the page is used also required to be quoted.
- (iv) The document consists of 250 sheets approximately should be spiral bound with quality work so as to long last.
- (v) The tenderer is required to mention the schedule of delivery of translated documents as and when the translation work is completed instead of delivering the entire documents after completion.
- (vi) The translated documents required to be transferred into CD in PDF or other suitable format.

In the event of any failure to meet the desired standard, it will be right for CBI to terminate the contract and impose penalty as mentioned in the Tender Document.

**Admn. Officer (A),
CBI, New Delhi.**

SCHEDULE-I

Bill of Material

Table A

S. No.	Description of Items	Unit	Quantity	Price (Rs.)
1	Translation of documents consists of 30000 pages in Italian language to English language	Nos.	30000 pages	

Table B (Compliance Certificate)

S. No.	Description of Items	Unit	Quantity	Compliance to the Specifications/ Configurations (YES/NO)
1	Translation of documents consists of 30000 pages in Italian language to English language	Nos.	30000 pages	

Place:

SIGNATURE OF THE BIDDER

Date:

WITH SEAL

SCHEDULE-II

SCHEDULE FOR PRE-QUALIFICATION COMMERCIAL DETAILS

S.No.	Description	Type of Record submitted	Remarks
1	Cost of Tender Fee		
2	Earnest Money Deposit		
3	Name of Company/Firm and complete registered address		
4	Legal status		
5	Whether your company/firm have ever changed its name, if so, indicate earlier name and reasons thereof.		
6	Whether your company/firm ever required to suspend services for more than six months continuously, if so indicate the reasons		
7	Name, designation, telephone number, mobile number, fax number and email ID of the contact person		
8	Year of commencement of business		
9	Nature of business being undertaken by the company		
10			
11	Statutory details, i.e., registration of the firm, PAN, EPF Registration No., Service Tax Registration No., VAT/CST, name of the address of the bankers along with current account details.		
12	List of present and past clients		
13	Whether solvency certificate duly certified by the Banker enclosed.		
14	Details of proof of statutory taxes enclosed		

Place:

SIGNATURE OF THE BIDDER

Date:

WITH SEAL

NOTE:-

- i) In case of sole proprietary concern, the name of the sole proprietor, father's/husband's name, age, residential address and office and residential phone numbers are to be indicated.
- ii) In case of partnership concern, the Photostat copy of the Registered Partnership Deed is to be enclosed. The partnership deed should state specifically that a particular partner or partners are authorized to deal with any matter of company. Certified Photostat copy of the Income Tax assessment of the partnership firm as well as individual partners (for last 3 years) is to be submitted.
- iii) In the case of Hindu Undivided Family Firm, an Income Tax registration certificate is to be enclosed in addition to the above as per (b).

- iv) In case of Limited Company, printed copies of Memorandum and Articles of Association as well as last three Annual Report of Audited Accounts are to be annexed. Authorization by the Board of Directors in favour of the signatory of the tender as well as other documents on behalf of the company may also be enclosed.
- v) A declaration is to be recorded by the authorized signatories of the tender that no change in the status of sole proprietorship Hindu Undivided Family/Partnership/ Company (as the case may be) will take place from the date of submission of tender and during currency of the Contract Agreement, if entered into with them. In case any change is necessary in the overall interest of the business's purpose for which the premises is allotted, it will be with the prior written approval of the CBI, failing which the Contract Agreement will be terminated at the sole discretion of the CBI. It is also to be certified that there is no criminal record of the bidder/applicant/proprietor/Managers/partners/Directors) or their close relatives affecting the business profession under this Contract Agreement.
- vi) The Bidder has to submit scanned copies of all the eligibility documents duly digitally signed along with his e-Tender. However, after award of supply order he has to produce the originals for verification and reference of the Tender Award Authority or his authorized representative.

SCHEDULE-III

SCHEDULE OF DEVIATIONS FROM TECHNICAL SPECIFICATIONS

S.No.	Description	Specifications	Complied (Y/N)	Deviation in the offer	Brief reasons for the deviation
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

Note: Deviations on the lower side of technical specifications will not be accepted.

Place:

SIGNATURE OF THE BIDDER

Date:

WITH SEAL

SCHEDULE-IV

EMD

S. No.	Description of Items	Unit	Quantity	Amount for EMD(In Rs only)
1	Translation of documents consists of 30000 pages in Italian language to English language	Nos.	30000 pages	Rs.4,68,000/-

SCHEDULE – V

FORMAT FOR PERFORMANCE CERTIFICATION

(Furnish this information for each individual work from the Employer for whom the work was executed)

1. Name of the contract and location
2. Agreement no.:-
 - a. Scope of Contract
 - b. Contract Cost
 - c. Date of start
 - d. Period
 - e. Date of completion of work
 - f. Amount of compensation levied, if any
 - g. Performance Report
 - (i) Quality of Product – Excellent/Very Good/Good/Average/Below Average
 - (ii) Resourcefulness – Excellent/Very Good/Good/Average/Below Average
 - (iii) Performance Experience - Excellent/Very Good/Good/Average/Below Average
 - h. Compliance of all statutory requirements – Yes/No

(Seal of the Organization)

(Signature of the Responsible Authority)

Date :

Note: Responsible Authority should not be below the rank of Under Secretary or equivalent in case of Govt. Organization or General Manager or equivalent in case of Private Sector Organization).

SCHEDULE - VI

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated , then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

For and on behalf of President of India

SCHEDULE - VII

ITEM(S) FOR WHICH BID IS BEING MADE

S. No.	Description of Items	Bid is being made or Not (YES/NO)
1	Translation of documents consists of 30000 pages in Italian language to English language	

SCHEDULE - VIII

SOLVENCY AMOUNT

S. No.	Item for bid is made	Solvency Amount (In Rs Only)
1	Translation of documents consists of 30000 pages in Italian language to English language	Rs.15,00,000
	Total	Rs. 15,00,000

Note:-

- i. Bidder should have a solvency of not less than the amount mentioned in the above table for that particular item for which bidder is bidding.
- ii. If Bidder is bidding for more than one item, minimum solvency amount would be the sum of all the amounts mentioned in the above table for all items for which bidder is bidding.

Schedule-IX

TECHNICAL BID AND UNDERTAKING

(Tenderer may use separate sheet wherever required)

Sub: Translation of documents consists of 30000 pages approximately in Italian to English language

1. Name of the Tenderer/Concern:
2. Nature of the Concern:
(I.e. Sole Proprietor or Partnership firm or a Company or a –Government Department or a Public Sector Organization). In case of company and Partnership firm, the partnership deed, if any and the authority for signing the documents of tender and contract as per the respective law should be enclosed.
3. DD particulars viz. DD No. Date, Bank, & Amount of Earnest Money Deposit.
4. PAN No. 1 Registration No. and TIN certificate (copy to be enclosed).
5. Each page of documents and its Annexure should be Signed and stamped.
6. Any other information important in the opinion of the tenderer.
7. Declaration as to acceptance of the specific terms and conditions as in Annexure-1.
8. Copy of IT Return filed for the last financial year.
9. Whether the tenderer has fulfilled all the terms and conditions specific to the Contract and submitted all the necessary documents thereof or not. (Specific terms and conditions may be referred to).

{Dated Signature of the Bidder with stamp
of the firm}.

UNDERTAKING

1. I/We undertake that I/We have carefully studied all the terms and conditions and I understood the parameters of the proposed order of the Administrative Officer (A), CBI, New Delhi and shall abide by them.
2. I/We also undertake that I/We have understood "Parameters and Technical Specifications terms and conditions for executing the Order" mentioned in the Order No. Dated and shall conduct the work strictly as per these Parameters and Technical specifications terms and conditions for executing the order."
3. I/We further undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. I/We also undertake that the works shall be executed as per specification in Notice Inviting Tender failing to which I/We shall be responsible for rejection/cancellation of the contract.

(Dated Signature of the Bidder with stamp of the firm)

DECLARATION

I, _____ Son of /Daughter of Shri. ----- -hereby declare that none of my relatives is/are employed in Central Bureau Investigation, Admn. Division, New Delhi. In case at any stage, it is found that the information given by me is false/incorrect, Central Bureau of Investigation, New Delhi shall have the absolute right to take any action as deemed fit without any prior intimation to me.

(Dated Signature of the Bidder with stamp of the firm)

Schedule-X

Financial Bid

Sub: Translation of documents consists of 30000 pages approximately in Italian to English work for this office as mentioned in Schedule-I of Tender Document.

1. Total Price for the Translation of document per page inclusive of all kinds of incidental charges and all taxes, etc. as per details given below will be 'Rs..... in words Rupees..... only).
2. Total Price for the Translation of document per word inclusive of all kinds of incidental charges and all taxes, etc. as per details given below will be 'Rs,..... in words Rupees..... only).
3. Details:
 - (i) Translation of documents consists of 30000 pages approximately in Italian to English language, spiral binding work and the work of transfer of translated documents into CD in PDF or other suitable format.
 - (ii) I/We have read and understood the tender for Translation of documents consists of 30000 pages approximately in Italian to English, spiral binding work and the work of transfer of translated documents into CD in PDF or other suitable format work vide Tender No..... dated.....and other documents issued by you, we hereby quote the rates (inclusive of all taxes & duties) as under:-

No. of pages to be translated	Rates per page	Cost of per spiral binding folder	Net payable amount (incl. of all taxes)	

(Date signature of the bidder with stamp of the firm)