

GUJARAT NARMADA VALLEY FERTILIZERS & CHEMICALS LTD

P.O. Narmadanagar – 392015, District: Bharuch, Gujarat

“MSME Annexure”

This “MSME Annexure” shall form integral part and parcel of the Tender Documents as well the Contract / Agreement / Work Order / Service Order / Purchase Order to be awarded / issued by the Company / GNFC.

- 1. MSME Checklist:** The Bidders / Contractors / Vendors shall fill in the below checklist and give confirmations as follows.

Sr.	Checklist	Confirmation	
1.	Bidders / Contractor / Vendor to confirm whether they are registered under the Micro, Small and Medium Enterprises Act, 2006.	Yes	No
2.	If the Bidders / Contractor / Vendor is registered under the MSMED Act, 2006, confirm the category under which the Bidder is registered under.	Tick Mark the applicable category	
	- Micro Enterprise:		
	- Small Enterprise:		
	- Medium Enterprise:		
3.	Bidders / Contractor / Vendor to confirm whether they are covered under any of the following categories:	Tick Mark the applicable category	
	- National Small Industries Corporation:		
	- Small Industries Development Corporation of any State or Union Territory (UT):		
4.	Bidders / Contractor / Vendor to confirm whether they are going to supply the goods produced by a Micro or Small Enterprise or render services provided by Micro or Small Enterprise.	Yes	No
5.	Bidders / Contractor / Vendor shall attach the 'Udyam Registration Certificate'	Attached	No-Attached

If the Bidders / Contractor / Vendor is registered under the MSMED Act, 2006, under any of the categories mentioned at Point No. 2, 3 and 4 above, the following terms and conditions shall be applicable to the Contract between the Contractor / Vendor and the Company/ GNFC.

In case of inconsistency with any other terms and conditions of the Tender Documents and the Contract, following terms and conditions shall prevail.

2. Submission of Dispatch / Delivery Documents:

- 2.1 The Contractor / Vendor shall submit all the Dispatch / Delivery documents to the Stores department of the Company / GNFC, simultaneously with the delivery of goods and / or completion of the services to the respective user's department
- 2.2 The Contractor / Vendor shall ensure that the Dispatch / Delivery documents are submitted to the full satisfaction of the Company / GNFC.

3. Submission of Invoice:

- 3.1 The Contractor / Vendor shall submit the Invoice for the goods delivered / services rendered, at the earliest and latest within 5 Days of delivery of goods and / or completion of the services.
- 3.2 Along with the Invoice the Contractor / Vendor shall submit all the supporting documents required for processing the payment.
- 3.3 The Contractor / Vendor shall submit the Invoice and the supporting documents directly to the Bills Payment Section, Finance Department (copy to be sent to stores) at the following address:

*Shri
Bills Payment Section, Finance Department,
GNFC Corporate Office,
P.O. Narmadanagar – 392015,
District: Bharuch, Gujarat*

- 3.4 The Contractor / Vendor shall ensure that the Invoice and the supporting documents are submitted to the full satisfaction of the Company / GNFC.

4. Payment Terms:

- 1.1 It is agreed by and between the Contractor / Vendor and the Company / GNFC that the Company / GNFC shall be liable to make payment for the goods delivered / services rendered by the Contractor / Vendor, within a period of 45 days from

the day of acceptance or the day of deemed acceptance of goods / services by the Company / GNFC.

- 1.2 In case of any defect / deficiencies in the goods delivered / services rendered by the Contractor / Vendor, the same shall be communicated by the Company/ GNFC, to the Contractor / Vendor, within 15 days of delivery of goods and/ or completion of services by the Contractor / Vendor and the 45 days period for releasing the payment shall commence only after defect/ deficiency is rectified/ resolved by the Contractor / Vendor, to the satisfaction of the Company / GNFC.
- 1.3 The obligation of the Company / GNFC at sub-clause 3.2 and 3.3 shall be subject to timely receipt of Dispatch / Delivery Documents and Invoice (along with supporting documents) from the Contractor / Vendor and in case of delay on the part of the Vendor / Contractor, in submission of the Dispatch / Delivery Documents and Invoice (along with supporting documents), the same shall be treated as a defect in the goods delivered / services rendered and the 45 days period for releasing the payment shall commence only after submission of such documents by the Contractor / Vendor, to the satisfaction of the Company / GNFC.

2. General:

- 2.1 It is agreed by and between the Bidders / Contractor / Vendor and the Company/ GNFC that the payment for the goods delivered / services rendered shall be released subject to contractual deductions like liquidated damages, retention money etc., of whatsoever nature and the same shall not be construed as non-payment of contractual dues to the Bidders / Contractor / Vendor by the Company/ GNFC.
- 2.2 It is agreed by and between the Bidders / Contractor / Vendor and the Company/ GNFC that the provisions under Clauses 1, 2, 3 and 4 above stipulates corresponding obligations of the Parties and the Parties shall ensure adherence thereof, in letter and spirit.

Acceptance by the Bidders / Contractor / Vendor:

We hereby irrevocably and unconditionally accept this MSME Annexure along with all the terms and conditions stipulated herein, without any objection or deviation, whatsoever.

For
.....

