

CHECK LIST

- Document to be submitted by the tenderer for tender along with the tender. Tenders without these documents will be summarily rejected:-

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| S.N. | MANDATORY DOCUMENTS |
| 1 | PAN CARD |
| 2 | GST Registration Certificate |
| 3 | BID SECURITY as per clause of this Tender Document in requisite format.(As per Bid Security Clause of enclosed GCC) |
| 4 | Affidavit/Certificate as per Annexure-V of this Tender Document.(As per Annexure-V of enclosed GCC) and Annexure-V(A) by the each member of a Partnership Firm / Joint Venture(JV) / Hindu Undivided Family(HUF) / Limited Liability Partnership (LLP) etc. as the case may be. |
| 5 | Declaration for Non employment of retired gazette officers of Railway as per clause 16 of enclosed GCC.(Proforma D of this Tender Booklet) |
| 6 | The tenderer shall clearly specify whether the tender is submitted on his own (Proprietary Firm) or on behalf of a Partnership Firm / Company / Registered Society / Registered Trust / HUF / LLP etc. The tenderer(s) shall enclose the attested copies of the constitution of their concern as applicable mentioned below: |
| A | Sole Proprietor–Affidavit / Shop Act Registration for sole Proprietor. |
| B | HUF: (i) A copy of notarized affidavit on Stamp Paper declaring that he who is submitting the tender on behalf of HUF is in the position of 'Karta' of Hindu Undivided Family (HUF) and he has the authority, power and consent given by the members to action behalf of HUF. |
| C | Company registered under Companies Act 2013 The copies of MOA (Memorandum of Association)/AOA (Articles of Association) of the company. A copy of Certificate of Incorporation A copy of Authorization/Power of Attorney issued by the Company (backed by their resolution of Board of Directors) in favor of the individual to sign the tender on behalf of the company and create liability against the company. |
| D | LLP (Limited Liability Partnership): If the tender is submitted on behalf of a LLP registered under LLP Act-2008, the tenderer shall submit along with the tender: A copy of LLP Agreement A copy of Certificate of Incorporation A copy of Power of Attorney/Authorization issued by the LLP in favor of the individual to sign the tender on behalf of the LLP and create liability against the LLP |
| E | Participation of Partnership Firms in works tenders: |

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| S.N. | MANDATORY DOCUMENTS |
| | <p>The tenderer shall clearly specify that the tender is submitted on behalf of a Partnership firm.</p> <p>The following documents shall be submitted by the partnership firm, with the tender:</p> <p>A notarized copy of partnership deed.</p> <p>A notarized or registered copy of Power of Attorney in favor of the individual to tender for the work, sign the agreement etc. and create liability against the firm.</p> |
| F | <p>Registered Society & Registered Trust:</p> <p>A copy of the Certificate of Registration</p> <p>A copy of Deed of Formation</p> <p>A copy of Power of Attorney in favor of the individual to sign the tender documents and create liability against the Society/Trust.</p> |
| 7 | Supporting documents for Technical Eligibility Criteria: as per tender document. |
| 8 | Valid Electrical Contractor License as per tender document. |
| 9 | Supporting documents for Financial Eligibility Criteria: as per tender document. |
| <p>The above checklist for mandatory documents to be included in tender form. Tenders without those documents will be summarily rejected.</p> | |