

**MISHRA DHATU NIGAM LIMITED**

A Govt of India Enterprise

P. O Kanchanbagh, Hyderabad – 500058, TS, India.

Corporate Identity Number: L14292AP1973GOI001660

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Tender Notice No. &amp; Date: MDN/PUR/04232028/ADVT/259/23-24

Start of Issue of Tender Documents: 30.03.2024

Receipt of Tender on or before: 26.04.2024@ 10.30 HRS

Opening of Tender Date: 26.04.2024@ 11.00 HRS

Sl. No	Material	Estimated Requirement	
	ITEM CODE, DESCRIPTION & SPECIFICATION	Unit	Qty
01	ULTRA HIGH PURITY FLOURSPAR (As per specification annexure - I)	20000	Kilogram

List of Tender Documents: -

S. No	Document Description	Pages
	Notice Invitation to Tender (NIT)	
Annexure I	Technical Specifications	02 Pages
	Check list for submission of compulsory information and documents against the tender & Bank details for submission of EMD / SD	
Annexure II	General Terms and Conditions	05 Pages
Annexure II (a)	Terms and Conditions for Indigenous Bidders	01 Page
Annexure II (b)	Terms and Conditions for Import Bidders	03 Pages
	Terms Restrictions Under GFR 149 (xi)	02 Pages
Annexure III	Procedure For Manual Tender	01 Page
Annexure IV	Bank Guarantee Format	03 Pages
Annexure V	GST Clause for Tender	03 Pages

For MISHRA DHATU NIGAM LIMITED

NITESH SARPATWAR  
Senior Manager (Purchase)नितेश सर्पटवार / Nitesh Sarpatwar  
वरिष्ठ प्रबंधक (क्रय) / Sr. Manager (Purchase)  
मिश्र धातु निगम लिमिटेड/Mishra Dhatu Nigam Limited  
कंचनबाग, हैदराबाद-58/Kanchanbagh, Hyd-58

**SPECIFICATION:FOR ULTRA HIGH PURITY FLOURSPAR****1. CHEMICAL COMPOSITION:**

CaF <sub>2</sub>	=	99% MIN
CaCo <sub>3</sub>	=	0.5% MAX
P	=	0.02% MAX
S	=	0.02% MAX
SiO <sub>2</sub>	=	1.0% MAX
Size	=	0.1-0.5mm

2. Test Certificate to be submitted for chemical composition indicating all elements listed above with material size along with offer.
3. Before shipment of the material, the vendor/manufacturer should submit the TEST CERTIFICATES of the material offered to Midhani for approval. Test certificate (in duplicate/photo copy) shall be put in drum/Bag No:1 of each batch
4. The material shall be shipped only after clearance from Midhani.
5. Test Certificate shall be submitted along with supply.
6. **ACCEPTANCE CRITERIA:** As per QA document (Chemical composition as per QA document shall be tested by QC at Midhani).
7. In case of material found rejected at any time shall be replace immediately free of cost.
8. Any mix up of material is strictly not allowed (quality should be as per specification throughout each batches).
9. **DELIVERY PERIOD:FOR MIDHANI:**
  - First lot 10MTwithin 60 days from the date of PO
  - Second lot 10 MT in between 90-105 days from the date of PO

**10.QUANTITY TOLERANCE: 20,000 kg ± 5%.**

## **11. Eligibility Criteria:**

The following criteria have to be met for becoming eligible and to participate.

- The vendor/OEM should have supplied similar type of material to any steel manufacturing industries or any other manufacturing industries at least 20% of MPR quantity in previous five years. Party has to provide PO copy/ Invoice/ Delivery challan copy for the same.

**12. Packing:** Material shall be securely packed in 50 kg HDPE bags in 1 MT HDPE jumbo bags for safe handling with identification details, PO NO, Description of item, supplier name, Net / Gross weight.

**13. Delivery schedule may be changed (preponed / postponed ) as per Midhani requirement with mutual consent.**

**Check list for submission of compulsory information and documents against the tender:**

- I) Techno Commercial bid should contain the following information (Envelope I).  
 II) Tenders received without the below documents & details are liable to be rejected.

S. No	Description	Comply (Yes/No)	If not complied / documents not submitted, please furnish the reasons
1	Detailed specification and Chemical composition of the offered product		
2	Quantity offered		
3	Manufacturer's Name & Address		
4	Manufacturer (OEM) Test Certificate		
5	Documents required for Eligibility Criteria		
	i. OEM Authorization Letter		
	ii. Purchase Order / Contract along with Delivery Challan/Invoice copy mentioning the Purchase Order / Contract number as proof of supply.		
	iii. Test Certificate of the previous supplies to verify whether the previous supplies are with same Technical specification (or) higher as of the tender.		
6	Delivery Schedule as per tender		
7	Signed copy of Technical Specification i.e., Annexure-I to tender		
8	Validity period of the offer as per tender i.e., 90 days from the date of tender opening as on the due date (or) as on the extended due date of tender opening		
9	Price Basis		
10	EMD	NA	
11	Signed Integrity Pact	NA	
12	Terms of Payment as per tender		
	i. Within 30 days from the date of receipt and acceptance of material in MIDHANI. (For both Indigenous & Import bidders)		
13	Country of Origin (COO) of goods		
14	Port of loading for FOB supplies. (For Import Offers)		
15	Tariff Head Under H.S (Harmonised System)/Custom duty tariff code: HSN code		
16	GST number and applicable rate (For Indigenous bidder)		
17	Submission of Bank details on supplier's letter-head with signature		
18	Submission of Make-In-India (MII) declaration indicating the % of value addition and place of value addition in INDIA as per tender (For Indigenous bidder)		

19	Un-conditional acceptance to Terms and conditions of the tender		
20	Any other remarks related to this tender please specify in your offer		

**Note:**

- Any order resulting from this Invitation to Tender shall be governed by our General conditions of Contract and the supplier quoting against this enquiry shall be deemed/ to have read and understood the same.
- Please enclose the above check list along with the Techno-Commercial bid.
- Tenderer's offer must conform in all respects with the applicable specifications and terms and conditions of the tender. In case of, deviation if any, from the tender specifications or terms and conditions must be clearly and explicitly stated. Technical deviations and Commercial deviations shall be furnished in separate sheets under the headings "TECHNICAL DEVIATIONS" and "COMMERCIAL DEVIATIONS" respectively, along with reasons for taking such deviations. Deviation(s) mentioned elsewhere shall not be accepted.  
MIDHANI reserves the right to accept / reject any deviation in tenderer's offer pertaining to the materials specifications or to the terms and conditions stipulated in this tender without assigning any reason.

**Bank Details for payment of EMD / SD:**

<b>MIDHANI Bank Details</b>	Name of the Firm	: M/s. Mishra Dhatu Nigam Limited
	PAN No.	: AABCM6345A
	Bank Name	: HDFC Bank Ltd.
	Branch Address	: Lakdikapul Branch, Hyderabad.
	Account No.	: 00210330000440.
	IFSC Code	: HDFC0000021
	MICR Code	: 500240002
	SWIFT Code	: HDFCINBBHYD
	Type	: Current account.

Please e-mail the online payment transaction details with proof of payment indicating GeM tender reference to [booksection@midhani-india.in](mailto:booksection@midhani-india.in), [vankayala.prasanth@midhani-india.in](mailto:vankayala.prasanth@midhani-india.in), [snitesh@midhani-india.in](mailto:snitesh@midhani-india.in)

**General Terms and Conditions of the Tender**

1. Any Order resulting from this invitation to tender shall be governed by our General Terms and Conditions of Contract and the supplier quoting against this enquiry Shall be deemed / to have read and understood the same.
2. Where counter terms and conditions have been offered by the Tenderer, the purchaser shall not be governed by these unless specific acceptances have been given in writing in the order by the Purchaser.
3. The offer should be complete in all respects. Full Particulars and descriptive literature and drawing should be forwarded along with the quotation. The make of the items offered should be clearly specified. Materials should be offered strictly conforming to our specifications. The deviations if any should be clearly indicated in the quotation. Test Certificates must be produced, wherever required. Material conforming to IS will be preferred.
4. **VALIDITY :**  
The offer should be valid for a minimum period of **90 Days** from the date of opening of the tender. **In case of shorter Price validity period, than what is stipulated in the Tender, the Company reserves the right to reject the bid summarily.**
5. **DELIVERY PERIOD (As applicable):** As per Annexure – I.
6. **EARNEST MONEY DEPOSIT: NOT APPLICABLE**  
In case of failure of the bidder to accept / execute the contract, the bidder shall not be permitted to participate in the re-tender for the same item. Also suitable penal action as deemed fit by Midhani shall be imposed.
7. **SECURITY DEPOSIT (SD):**  
In case of successful tenderer, **5% of total Purchase Order Value (or) as per Government guidelines issued from time to time** towards SD shall be submitted by vendor within 21 days from the date of PO, in the form of Bank Guarantee or payment through online with proof thereof. In case the supplies are completed within 21 Days and the same are subsequently accepted by MIDHANI, no SD or Interest shall be applicable.

The Security Deposit of above amount shall be submitted on placement of order, through online; Or Bank Guarantee as per format enclosed from a Scheduled Bank of India encashable in Hyderabad, India with validity till successful completion of the Order, within 21 days from the placement of order.

The security deposit shall be for the due and faithful performance of the contract and shall remain binding notwithstanding such variations, alterations or extensions of time as it may be made, given, conceded or agreed to between the Supplier/Contractor and Purchaser.

The Security Deposit furnished by the successful tenderer will be subject to the Terms & Conditions of the order/contract finally concluded between the parties and the Purchaser will not be liable for payment of any interest on the security deposit or any depreciation thereof.

*The Security Deposit shall be refunded on application by the contractor after expiry of the contract period and after he has discharged all his obligations under the contract and produced a certificate from the Purchaser's authorized representatives certifying the due completion & acceptance of the work.*

**All Government Departments and Central PSUs are exempted from payment of Security Deposit.** In all cases where SD is exempted, in case of failure of the bidder to accept / execute the contract as per agreed terms, the bidder shall not be permitted to participate in the re-

tender for the same item. Suitable penal action in accordance with other provisions of the Tender shall also be applicable.

In case of Off-Loading, amount shall be submitted within 10 days from the collection of the material corresponding to the contract value for the quantities of material issued and the SD shall be returned after processed material is supplied and accepted by MIDHANI. Interest @ 12% p.a. shall be levied for the period of delay beyond 10 days.

**NOTE: In case SD is not submitted within the stipulated time as above, interest @ 12% p.a. shall be levied for the period of delay beyond the stipulated time. Interest as above may be either deposited by the supplier / contractor or recovered from any amounts due to the supplier / contractor.**

8. **All Bank Guarantees (EMD/SD/Advances/PBG) submitted:**
  - a. Shall be from a Nationalized Bank/ Scheduled Commercial Bank encashable in Hyderabad and in our prescribed formats only.
  - b. Bank Guarantees (SD/Advances/PBG) shall have an additional claim period which is contractually agreed between the applicant and beneficiary as per their operational necessity, **IN GENERAL** three months from the date of expiry.
9. Purchase Preference under 'Make in India' Programme as per attached Make in India Order and Notifications issued and amended from time to time shall be provided to all Local suppliers.
10. MSE (MICRO AND SMALL ENTERPRISES):

As per Public Procurement Policy (PPP) for Micro & Small Enterprises (MSEs) order, 2012 vide Gazette notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt of India, the following benefits will be extended to the MSEs.

If Tenderer happens to be a MSE as per Government Guidelines, necessary benefits in line with Government Guidelines issued from time to time shall be provided on submission of valid documentary proof to the satisfaction of the Purchaser. In case organization is an MSE Unit owned by SC/ST Entrepreneur or owned by Women Entrepreneur, submit valid documentary proof for extending benefits as per Government guidelines. Benefits include

- i) EMD is exempted for Micro & Small Enterprises (MSEs) registered with Competent Authorities as per Latest Government Guidelines issued from time to time. Note: Presently, Udhyam Registration is required to be submitted to consider under MSEs. Existing Enterprises registered as MSEs (Without Udhyam Registration) prior to June 30, 2020 shall continue to be valid only for a period up to March 31, 2021.
- ii) Purchase Preference to MSE's shall be provided as given below.
  - a) In tenders, participating Micro and Small Enterprises quoting price within price band of L1+ 15 percent shall also be allowed to supply at least 25% requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise. In case of more than one such Micro and Small Enterprise, the supply shall be shared proportionately (to tendered quantity).
  - b) In case of tender item is non-divisible and if Micro and Small Enterprises quoted price is within the price band L1+15% shall be allowed to supply total tender requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise.
- iii) "Vendors to intimate the value of Goods & Services which are sub contracted by them from the MSE's if any, pertaining to the ordered item(s)".
- iv) The benefits mentioned above are meant for procurement of goods produced and services rendered by MSE's. Traders are excluded from availing these benefits

11. Start ups as recognized by Department of Industrial policy and Promotion (DIPP) shall be exempt from paying Earnest Money Deposit (EMD)

12. **QUERIES / CLARIFICATIONS:**

Queries / clarifications technical, financial or commercial, if any, that may arise, should be referred by the tenderer by email/letter to

Technical Queries:

Name: Sri. Paul.K (DGM, Melt Shop)

Email id: [paul.kandulna@midhani-india.in](mailto:paul.kandulna@midhani-india.in)

Ph: 040-2418 4370/4371

Commercial/Financial Queries:

Name: Sri. Nitesh S

Email id: [snitesh@midhani-india.in](mailto:snitesh@midhani-india.in)

Ph: 040-2418 4348

13. **PRICE NEGOTIATIONS :**

Price Negotiations as such shall not be held, except in the case of Negotiations with the lowest tenderer and accordingly, the tenderers shall have to submit their best commercial bids.

14. **ARBITRATION :**

Any dispute(s) or difference(s) whatsoever arises under or out of or in connection with the EOI/contract, or in respect of any defined legal relationship associated therewith or derived there from, shall be resolved/settled amicably, through mutual negotiation; failing which the differences shall be resolved by way of arbitration in accordance with the International Centre for Alternative Dispute Resolution (ICADR) Arbitration Rules 1996. The authority to appoint the arbitrator(s) shall be the International Centre for Alternative Dispute Resolution (ICADR). And will provide administrative services in accordance with ICADR Arbitration Rules 1996. The seat of arbitration shall be India. The language of the arbitration proceeding shall be English. The place of arbitration proceedings shall be Hyderabad, Telangana, India.

In case of PSU/Government organization DPE guidelines in force or as amended from time to time shall be applicable. In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises (CPSEs)/Port Trusts inter se and also between CPSEs and Government dept./Organizations (Excluding disputes concerning Railways, Income Tax, Customs & Excise Dept.), such disputes or differences shall be taken up by either party for resolution through AMRCD as mentioned in DPE OM No. 4(1)/ 2013- DPE(GM)/FTS-1835 dated 22/5/2018 or the latest DPE Guidelines issued from time to time.

15. **JURISDICTION :**

All questions, disputes or differences arising under, out of or in connection with the contract shall be subject to the exclusive jurisdiction of court within local limits of Hyderabad, India.

16. **RISK PURCHASE:**

The supply of all items must be completed satisfactorily and within the specified period in the order falling which the Purchaser reserves the right to purchase stores through Tendering (excluding that particular firm who failed to execute the supplies) from other sources at the supplier's cost and risk. In such case the supplier shall be bound to pay the extra cost incurred by Midhani forthwith on demand by Midhani.

17. **ADDENDA TO TENDER DOCUMENTS :**

The Purchaser reserves the right to issue addenda to the tender documents to clarify, modify, supplement or delete any of the condition, clause or items stated in the tender documents issued with this invitation to Tender. Each addendum issued will be distributed to each tenderer or his authorized representative and the addendum so issued shall form a part of the original tender documents to be reviewed as required.

18. **NO CLAIM FOR COMPENSATION FOR SUBMISSION OF TENDER :**

The tenderers whose tenders are not accepted shall not be entitled to claim any costs, charges and expenses of the tender, incidental to or incurred by them, through or in connection with their submission of tenders even though the Purchaser may elect to withdraw the invitation to tender.



19. **BANKRUPTCY ETC.:**

If the Supplier/Contractor shall become bankrupt or insolvent or cause or suffer any receiver to be appointed of his business or any asset thereof or compound with his creditors, or being a corporation commence to be wound up, or carry on its business under a Receiver for the benefits of its creditors or any of them, the Purchaser shall be at liberty:

- a. To terminate the contract forthwith upon coming to know of the happening of any such event as aforesaid by notice in writing to the Contractor or to the receiver / liquidator.
- OR
- b. To give such receiver, liquidator or other person the option of carrying out the contract subject to his providing guarantee up to an amount to be agreed for the due and faithful performance of the Contract.

20. **RIGHT OF ACCEPTANCE:**

The Purchaser does not bind himself to accept the lowest or any of other tender and reserves the right of acceptance the whole or any part of the tender or portion of the quantity offered. The purchaser reserves the right to place repeat order upto 100% of the quantities within two years from the date of Original order and completion of original order supplies, with mutual consent.

21. **LIQUIDATED DAMAGES(LD):**

Liquidated Damages shall be levied against Suppliers/Contractors in the event of unsatisfactory, delayed or non-supply of materials/execution of Contract beyond the date of delivery/completion of job. LD is leviable at the rate of 1% of the total order/contract prices per week or part there of subject to a maximum 10% of the order/contract prices including taxes & duties without prejudice to the right of the purchaser to take any other action. The amount shall also be recoverable from any other contract on account of the supplier. The payment or deduction of such damages shall not relieve the contractor from his obligations to complete the work or from any other of his obligations and liabilities under the contract.

For FOB/FCA shipments (IMPORT), the date of handing over of the shipment to freight forwarder of MIDHANI / freight forwarder nominated by MIDHANI Customs Housing Agent (CHA) shall be calculated for LD.

22. **CANCELLATION / SHORT CLOSURE OF CONTRACT/PURCHASE ORDER:**

The purchaser may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the supplier, terminate the contract in whole or in part:

- a) If the supplier fails to deliver any or all of the stores within the time period(s) specified in the contract, or any extension thereof granted by the Purchaser.
- b) If the supplier fails to perform any other obligation under the contract within the period specified in the contract or any extension thereof granted by the purchaser.
- c) MIDHANI reserves the right to short-close the Purchase Order for the total quantity (or) part thereof, under the circumstances viz., breach of trust/ breach of contract conditions, impossibility of performance, change in market conditions, change in production plan, change in specification, cancellation of order by customer/end-user etc.,

23. **REJECTED GOODS:** The rejected goods at MIDHANI premises will lie at the risk of the Vendor. They should be replaced immediately on receipt of intimation regarding rejection from Midhani. In case the rejected goods are not replaced within six weeks from the date of receipt of the inspection memo, MIDHANI is not responsible for any loss, damage and theft, and in addition, MIDHANI reserves the right to recover such amount as may be assessed on account of storage and incidentals or any other charges MIDHANI may have incurred.

The vendor has to lift the rejected material from MIDHANI within 6 months from the date of receipt of intimation. In case of rejected goods are in MIDHANI for more than 6 months, MIDHANI reserves the right to dispose of the same and Vendor shall not have any right for claiming the goods or damages thereof.

24. **SUBMISSION OF TENDER :**

Tenders shall be submitted as per procedure specified at Annexure III. The tenders received after the stipulated time and due date, due to any reason whatsoever will not be considered. Tenders who are incomplete or otherwise considered defective are liable to be rejected.

25. **MULTIPLE L1 PARTIES:**

In case more than one tenderer is qualifying as L1, after price evaluation and the order is not to be split, the placement of order shall be done after obtaining reduced revised price bid from the L1 tenderers and if still there is a tie among L1 tenderers then to discover the final L1, draw of lots shall be held in presence of the tenderers who chose to be present.

26. Only one vertical (Company) from a group of companies will be eligible to participate in the tender. Midhani reserves the right to reject the bids of all such parties summarily, if it is found that verticals under the same organizations have participated.

27. **Exchange Rate:**

For bid evaluation purposes the Exchange rate for the foreign currencies shall be considered as on price bid opening date for bid evaluation and comparison purpose. Exchange rate shall be taken from the website of RBI/FBIL.

28. **Pre-Despatch Inspect (PDI) wherever applicable:** Pre-Dispatch Inspection shall be conducted as indicated in the Technical Specifications and Materials to be dispatched after obtaining the Dispatch Clearance from MIDHANI. Bidders to provide 10 days for PDI in all indigenous cases (supplier to give a minimum of ten days' notice) and Four weeks for all Foreign supply cases (supplier to give a minimum of four weeks' notice to take care of formalities associated with foreign travel).

Time taken by MIDHANI in excess of the defined time lines shall be considered as delay on the part of MIDHANI while calculating Liquidated Damages.

29. **Splitting of Order (Wherever applicable):**

In case the order is to be placed on more than one tenderer as specified in the tender, then all the technically & commercially qualified tenderers will be asked to match their prices with L-1 rate for distribution of the items / jobs to be ordered. Only the tenderers, who agree to match their prices with L-1 rate, in order of Bid ranking, will be considered for the distribution of order.

The allocation shall be broadly as below *(To modify as per Indent)*

i. In case of distribution for Ratio for Original Ranking L-1 L-2 L-3 L-4

Two parties 70:30; Three parties 60:25:15; Four parties 50:25:15:10;

ii. In case more than one party has the same rank, then their share will be added and equally distributed. For example, if distribution is to be made among six parties and two parties have the same ranking of L-2 i.e. the original rankings are L-1, L-2, L-2, L-3, then from the above table, the distribution shall be

L-1 50%; L-2 20% i.e.  $(25+15)/2 = 20\%$ ; L-2 20% i.e.  $(25+15)/2 = 20\%$

L-3 10%.

iii. However, in case of tie among the same ranking parties i.e., in a situation where ranking is

L-1, L-1, L-2, L-3, L-3, L-3, L-4, and only four parties are to be considered for placement of order, the distribution shall be

L-1 37.5%, L-1 37.5%, L-2 15%, L-3 10% and only one party among the three L-3 parties to be selected through draw of lot in the presence of their representatives.

30. **TENDER OPENING:**

A. **TECHNO-COMMERCIAL BIDS (UN-PRICED) :**

Techno-commercial Bids (un-priced) only shall be opened on the due date indicated in the enquiry in the e-platform (or) in the presence of Tenderers or their authorized representatives who choose to be present at the time of tender opening, as the case may be.

B. **PRICE BIDS:**

Price Bids of technically acceptable tenders' shall be opened after the Techno-commercial bids evaluation and after receipt of clarifications, if any, in the e-platform (or) in the presence of Tenderers or their authorized representatives who choose to be present at the time of tender opening, as the case may be at the time and date which will be informed to the tenderers concerned in advance.

The comparative assessment of offers received would be made on equal footing taking into account the financial implications for the deviations in terms and conditions/loading of any charges to arrive at the Landed Cost to MIDHANI. In case of any acceptable commercial deviation, MIDHANI may evaluate the prices with appropriate loading at One year MCLR rate + 0.5% of SBI prevailing on the date of Technical bid opening."

Conditional discounts offered by the tenderers for coverage within a shorter period for early inspection / payment etc., shall not be considered at the time of evaluation of tenders.

31. **DEFINITIONS:**

A. **PURCHASER:**

The term "Purchaser" or "Midhani" as used herein shall mean Mishra Dhatu Nigam Limited, incorporated under the Companies Act, 1956, and having its registered office at P.O. Kanchanbagh, Hyderabad - 500 058, India, and shall include its successors and assigns.

B. **TENDERER:**

The term "Tenderer" shall mean the person, firm or corporation submitting a tender against the Invitation to tender and shall include his/its heirs, executors, administrators, legal representatives, successors and assigns.

C. **SUCCESSFUL TENDERER/SUPPLIER/CONTRACTOR:**

The term "Successful Tenderer/Supplier/Contractor" shall mean the Tenderer whose tender has been accepted and shall include his/its heirs, executors, administrators, legal representatives, successors and assigns approved by the Purchaser.

32. **FORCE MAJEURE:**

If at any time during the continuance of this Contract, the performance in whole or in part, neither party shall be liable of performance under this Contract, any obligations under the Contract of any party is prevented or delayed due to reasons beyond such party's control, including but not limited to acts of God, fire, flood, earthquake other natural catastrophes, any law, order, regulation, direction, action of any civil or military authority, national emergencies, insurrections, riots, war (whether declared or not), hostility, acts of the public or enemy, civil commotion, sabotage, explosion epidemic, quarantine restrictions, strikes and lock-outs, work stoppage or other labour difficulties, absence of the usual means of communication or transportation (hereinafter referred to as 'eventuality') provided however the party to which the force majeure has happened shall use commercially reasonable efforts to eliminate such an event.

Force majeure shall also be deemed in the event of any regulatory decision or government order requiring the either party to suspend its service(s) or operation(s) for any reasons whatsoever. Notice of the happening of any such eventuality or force majeure as mentioned herein shall be given by either party to the other within fifteen (15) days from the date of the occurrence thereof along with supporting proof of the occurrence of the Force Majeure event , neither party shall, by reason of such eventuality, be entitled to terminate this Contract, nor shall either party have any claim for damages against the other in respect of such non-performance, or delay in performance, and the work under this Contract shall be resumed as soon as practicable after such eventuality has come to an end or ceased to exist, and the decision of the Purchaser as to whether the work has been so resumed shall be final and conclusive.

Certificate of a Chamber of Commerce (Commerce and Industry) or other competent authority or organization of respective country shall be a sufficient proof of commencement and cessation of the above circumstances.

The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance it prevented, hindered or delayed. The time for completion shall be extended by number of days the party giving notice was prevented from performing his obligation due to Force Majeure, in accordance with Clause 27 hereof.

Should one or both parties be prevented from fulfilling their contractual obligations by a state of force majeure lasting continuously for a period of at least six (6) months, both the parties shall consult each other regarding the further implementation of the Contract, provided always that, if no mutually agreed arrangement is arrived at within a period within three (3) months from the expiry of the six (6) months referred to above, the Contract shall be deemed to have expired at the end of the said six (6) months referred to above. The above mentioned expiry of the Contract will imply that both the parties have the obligation to reach an agreement regarding the winding up and financial settlement of the Contract.

**33. REPEAT ORDER:**

The Purchaser may issue Repeat Order increasing the quantity upto 100% of original Purchase Order quantity with two years from the date of Original Purchase Order and completion of Original Purchase Order supplies, subject to no downward trend in prices by giving reasonable time / notice to the Supplier.

**34. OPTION CLAUSE:**

The Purchaser may issue amendment to increase the quantity upto 25% of the ordered quantity on the same price and terms and conditions with mutual consent during the currency of the contract i.e., till final delivery date / extended delivery date, by giving reasonable time / notice to the supplier.

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**TERMS AND CONDITIONS FOR INDIGENOUS OFFERS****1. PRICE BID FORMAT:**

Prices shall be quoted ONLY in the following format/as per BOQ:

Sl. No	Description	Quantity with UOM	Unit Price per job (INR)	Total FOR Midhani price (INR)	HSN/SAC Code	GST (%)
I	II	III	IV	(V = III x IV)		VI
1	Ultra High purity flourspar (DETAILS AS PER ANNEXURE-I)	20000 kgs				

The tenderer shall indicate/furnish the following in his offer:

- a. Manufacturer's Name & Address.
- b. Country of origin of goods.
- c. Delivery period.
- d. Mode of packing.
- e. Net weight and Gross weight.
- f. Technical Literature / Catalogue/Specifications.
- g. Details of Shelf life, if any, applicable for the goods offered.
- h. Your Banker's Name, Address & Details.
- i. A confirmation that the price quoted is your lowest export price and is the same as you would normally quote to Government department and other favored customers.
- j. HSN Code for all the Items quoted along with applicable GST Rates.
- k. TARIFF HEAD UNDER H. S. (HARMONISED SYSTEM).

**Note: Technical Offers shall contain UNPRICED Format indicating all the details without which offers are liable to be rejected.**

**2. TERMS OF PAYMENT for Indigenous Offers:**

100% Payment within 30 Days from the date of Receipt and acceptance of Material at MIDHANI.

**3. PRICES**

Price Basis: FOR MIDHANI, Hyderabad basis shall be quoted. The Prices must be per unit shown inclusive of packing forwarding insurance Octroi duty and delivery charges and should be on FOR destination basis, Offers from local suppliers should be for free delivery at our Stores.

**Prices Shall be firm and fixed till final execution of order**

**4. TAXES AND DUTIES:**

The Tenderer shall indicate their GST Number & date in the quotation. Taxes/Duties payable have to be clearly indicated in the quotation. The nature of duties and applicable percentages thereof and the items on which such taxes/duties are leviable along with applicable HSN code shall be indicated in the Offer. Payment of taxes or duties shall be as applicable at the time of supply and on production of documentary evidence. Statutory variation in the rate of Taxes and duties during the delivery period shall be accepted.

**Note:** Payment shall be released only after filing of GSTR1 and GSTR3B including availability of invoices in GSTR2A of MIDHANI.

**5. PACKING:**

The stores should be securely packed and properly marked to avoid loss or damage in Transit by Rail / Road. Mode of Packing shall be specified in the offer.

**GENERAL TERMS & CONDITIONS FOR IMPORT OFFERS**1. **Prices shall be quoted ONLY in the following format/as per BOQ:**

Sl. No	Description	Quantity with UOM	Unit Price (USD/EUR/GBP/JPY)	Total Price (USD/EUR/GBP/JPY)	Customs Tariff (HSN) Code
I	II	III	IV	(V = III x IV)	
1	Ultra High purity flourspar (DETAILS AS PER ANNEXURE-I)	20000 kgs			

In case you opt for any other INCOTERMS other than FCA, ONLY additional Charges for CIP/CIF/C&F Price may be quoted separately. FCA PRICE SHALL BE INDICATED IN THE OFFER WITHOUT FAIL.

The tenderer shall indicate/furnish the following in his offer:

- Manufacturer's Name & Address.
- Country of origin of goods.
- Delivery period.
- Mode of packing.
- Net weight and Gross weight.
- Technical Literature / Catalogue/Specifications
- Details of Shelf life, if any, applicable for the goods offered.
- Your Banker's Name, Address & Details.
- A confirmation that the price quoted is your lowest export price and is the same as you would normally quote to Government department and other favored customers.
- HSN Code for all the Items quoted along with applicable GST Rates.
- TARIFF HEAD UNDER H. S. (HARMONISED SYSTEM).

**Note: Technical Offers shall contain UNPRICED Format indicating all the details without which offers are liable to be rejected.**

2. **CREDIT RATING CERTIFICATE:**

- Tenderers may furnish credit rating obtained by them from any reputed credit rating agency along with offer.
- DEALERSHIP CERTIFICATE (If Applicable):  
Dealers/Stockists/traders shall furnish dealership/authorisation certificate from the OEM along with offer. Offer shall not be considered in case authorization certificate from OEM is not submitted.

3. **AGENCY COMMISSION :**

We are a Government of India Enterprise. It is our policy to deal with the foreign suppliers/manufacturers directly without associating any of their Indian agents or payment of any agency commission. You are therefore requested to quote your price without any agency commission, passing on this benefit to the Purchaser which is Government of India Enterprise. Please therefore specifically state in your offer that the price quoted by you is net and NO agency commission is payable to any Indian agent.

4. **TERMS OF PAYMENT:**

100% Payment within 30 Days from the date of Receipt and acceptance of Material at MIDHANI.

5. **PRICES :**

Preference will be given to FIRM prices, but should the quoted prices be subject to variation, the price variation clause should be detailed in the offer.

- i. Offers in Foreign Currencies shall be normally on FOB/FCA basis. However, in case any other Terms as per INCOTERMS are quoted, FOB/FCA price must be indicated. MIDHANI shall reserve the right to place order on either FOB or other Terms as per INCOTERMS.
- ii. Supplier (For CIF shipment) shall provide mandatory 14 days of free period for arranging custom clearance in Final place of Delivery : ICD, Hyderabad. DO/Liner Invoice should be provided to MIDHANI on the same day on which cargo reaches ICD Hyderabad & after payment of DO/Liner Invoice by MIDHANI, the DO to be handed over to CHA of MIDHANI on same day. Delay beyond these specified periods in these activities is to supplier's account & does not come under 14 days free period timeframe for arranging custom clearance by MIDHANI.
- iii. Indicate whether the shipment shall be FCL (Full Container Load) or LCL (Low Container Load) and number of containers in the techno-commercial bid. In case the same is not feasible, indicate the volume and weight of the consignments.
- iv. Exchange rate for the foreign currencies shall be considered as on final scheduled techno-commercial bid opening date for bid evaluation and comparison purpose. Exchange rate shall be taken from the website of RBI/FBIL.
- v. Landed Costs shall be calculated on FOB Costs considering the following:
  - a. Freight, Insurance and Clearance Charges (as per the port of Loading) till receipt of material in MIDHANI.
  - b. Duties applicable after considering Input Tax Credits.
  - c. Interest Charges for normalizing payment terms (if any), based on One year MCLR rate + 0.5% of SBI prevailing on the date of Technical bid opening.
  - d. Pre Dispatch Inspection Charges, if any, for Inspection by MIDHANI.
- vi. Freight & Insurance charges whichever is lower either (i) from offer, in case of other than FOB price or (ii) our internal prices in case of FOB Price shall be considered.

**Prices quoted Shall be firm and fixed till final execution of order.**

6. **DISCOUNT :**

Prices quoted should be applicable to purchases by Manufacturers and the manufacturer's discount, if any, should be indicated in the offer.

7. **MODE OF SHIPMENT :**

**By SEA for Import offers with place of delivery as ICD, Hyderabad.**

**(Port of Loading shall be clearly mentioned for FOB supply in Techno-commercial offer)**

8. **DESCRIPTION & SPECIFICATION :**

The description and specification offered in the offer will be binding on the Tenderer and no alteration thereof will be permitted.

9. **AUTHORITY TO SUBMIT TENDER :**

The signatory to the Tender will be deemed to have the authority to submit the Tender. The Tender will be binding on the tenderer and no alteration will be permitted.

10. **TAXES & DUTIES:**

All statutory customs/import duties, taxes, fees/cess & levies, etc. in India on the imported goods on amount payable in foreign currencies shall be borne and paid by the Purchaser.

Income tax (Withholding Tax) in India, if leviable and other taxes in relation thereto on any other account shall be borne and paid by the successful Supplier. The successful supplier

shall be liable to file tax returns with respective income tax authorities as required under the Indian Income Tax Act.

All payments under the Purchase Order to the successful tenderer shall be subjected to deduction of taxes at source at the applicable rates in force as per the provisions of the Indian Income Tax Act or Double Taxation Avoidance Treaty whichever is more beneficial to the tenderer. Where the benefits of double taxation are to be availed, it shall be the responsibility of the tenderer to furnish the Tax Residency Certificate to the Purchaser required under the Indian Income Tax Act.

11. **INSURANCE :**

Marine Insurance Coverage will be arranged by the Purchaser for FOB / FCA shipment only.

12. **EXPORT LICENCE :**

Restrictions if any, for exporting this item to Midhani, India may please be indicated specifically with regard to time required for executing the order as per the quoted delivery schedule.

13. **PACKING :**

The material should be securely packed Annexure-I and properly marked to avoid Loss & Damage in Transit. Mode of Packing shall be indicated in the Offer.

14. **COO (Country of Origin):**

Country of Origin Certificate to be issued by Chamber of Commerce to avail discount in preferential custom Duty amount in India Customs.



Appendix 2 to Annexure II

**RESTRICTIONS FOR PARTICIPATION IN THE TENDER**

In reference to the OM No. 6/18/2019-PPD Dt. 23.07.2020 issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, the following restrictions are applicable:

- I. Any Bidder from a Country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with Competent Authority as specified in the above mentioned Office Memorandum. Notwithstanding anything contained herein, it is hereby clarified that the said Order and this Clause will not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Lists of such countries is available in the website of Ministry of External Affairs.
- II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or officer controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shared a land border with India" for the Purpose of this Order means:-
  - a. An entity incorporated, established or registered in such a country; or
  - b. A subsidiary of an entity incorporated, established or registered in such a country; or
  - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - d. An entity whose *beneficial owner* is situated in such a country; or
  - e. An Indian (or Other) agent of such an entity; or
  - f. A Natural person who is a citizen of such a country; or
  - g. A Consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The *beneficial owner* for the purpose of (iii) above will be as under:-
  1. In case of a company of Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting along or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation –

    - a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. of shares or capital or profits of the company;
    - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
  2. In case of partnership firm, the beneficial owner is the natural person (s), who, whether acting along or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
  3. In case of an unincorporated association or body of individuals, the beneficial owner

is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
  5. In case of a trust, the identification of beneficial owner (s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership,
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. [In case of Works/Contracts/Turnkey Contracts] The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

In case of Tenders of Works/Contracts involving possibility of sub-contracting

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country 'or' if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Wherever applicable evidence of valid registration by the Competent Authority shall be attached]."

**Note: As per clarification vide OM No:-F18/37/2020-PPP Dt. 08.02.2021, following may please be noted.,**

- i) A bidder is permitted to procure raw material, components, sub-assemblies etc, from the vendors from countries which shares land border with India. Such vendors will not be required to be registered with competent authority, as it is not regarded as "Sub-Contracting".
- ii) However, in case a bidder has proposed to supply finished goods procured directly/indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the competent authority".

\*\_\*\_\*\_\*

ANNEXURE - III

**PROCEDURE TO BE FOLLOWED FOR SUBMISSION OF TENDER**  
**(In Separate Sealed Covers)**

**ENVELOPE NO.1:**

PART - I "TECHNO- COMMERCIAL BID A/W EMD"

ENQUIRY NO. MDN/PUR/04232028/PC/ADVT/259/23-24

DATE: 30-03-2024

DUE DATE : 26-04-2024 AT 10.30 AM

To

THE DY. GENERAL MANAGER (PURCHASE)  
MIDHANI, HYDERABAD - 500 058.

NAME OF THE TENDERER:

**ENVELOPE NO.2:**

PART - II "PRICE BID"

ENQUIRY NO. MDN/PUR/04232028/PC/ADVT/259/23-24

DATE: 30-03-2024

To

THE DY. GENERAL MANAGER (PURCHASE)  
MIDHANI, HYDERABAD - 500 058.

NAME OF THE TENDERER:

PLEASE PUT ALL THE TWO ENVELOPES IN A BIGGER SIZE ENVELOPE:

**ENVELOPE NO: 3 (BOTH THE ENVELOPE No. 1 & No. 2 TO BE PLACED IN THE ENVELOPE No. 3):**

TENDER NO.

ENQUIRY NO. MDN/PUR/04232028/PC/ADVT/ 259 /23-24

DATE: 30-03-2024

DUE DATE : 26-04-2024 AT 10.30 AM

CONTENTS:

- 1) TECHNO-COMMERCIAL BID A/W EMD
- 2) PRICE BID

To

THE DY. GENERAL MANAGER (PURCHASE)  
MISHRA DHATU NIGAM LIMITED  
PO: KANCHANBAGH,  
HYDERABAD - 500 058.

NAME OF THE TENDERER:

**Annexure IV**

**SPECIMEN FORMS OF**

**SECURITY DEPOSIT BANK GUARANTEE**

1. FORM OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT

FORM OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT

1. This deed of guarantee executed on .....day of ..... by  
.....

(Name and Address of the Bank)

the Bank hereinafter called Bank (which term shall mean and include its successors and assigns wherever the context so admits) in favour of M/s. MISHRA DHATU NIGAM LIMITED., a government of India Enterprise incorporated and registered as a company under the Companies Act, 1956, having its registered office at P.O. Kanchanbagh, Hyderabad – 500 058, state of A.P. India, herein after referred to as the “purchaser” (which terms shall mean and include its successors in office and assigns).

2. In consideration of M/s. Mishra Dhatu Nigam Limited (Purchaser) having agreed to exempt ..... hereinafter called the said Contractor(s) (which term shall mean and include its successors assigns and legal representatives) from the demand under the terms and conditions of Purchase / Work Order No. .... dated ..... for .....(hereinafter called the said agreement) of Earnest Money / Security Deposit/ Defect Liability deposit for the due fulfillment by the said Contractor(s) of the terms and conditions contained in the said agreement on production of a bank guarantee for Rs.....(Rupees..... only), we ..... (name of the bank, address) (hereinafter referred to as “The Bank”) at the request of ..... Contractor(s) do hereby undertake to pay Purchaser an amount not exceeding Rs ..... against any losses or damage caused to or suffered or would be caused to or suffered Purchaser by reason of any breach by the said Contractor(s) of any of the terms and conditions contained in the said agreement.
3. We ..... (Bank) do hereby unconditionally and irrevocably agree and undertake to pay to Purchaser the amounts due and payable under this Guarantee without any demur, merely on a demand from Purchaser stating that the amount claimed is due by way of loss or damage caused to or would be caused to on suffered by Purchaser by reason of breach by the said agreement or by reason of the contractor(s) failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs .....
4. We undertake to pay Purchaser and money so demanded notwithstanding any dispute or disputes by the contractor(s) / supplier(s) in any suit or proceedings pending before any court of tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this Guarantee shall be valid discharge of our liability for payment thereunder and the contractor(s) shall have not claim against us for making such payment.
5. We ..... (Bank) further agree that the guarantee herein contained shall remain in full force and affect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of Purchase under or by virtue of the said Agreement have

been fully paid and its claims satisfied or discharges or till Purchaser certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee. Provided that if Purchaser together with the Contractor seeks an extension of terms of the Guarantee, such extension shall be granted by the Bank and the guarantee shall be in full force till the expiry of such extended period.

6. We ..... (Bank) further agree with Purchaser that Purchaser shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by purchaser against the said Contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation of extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of Purchaser or any indulgence by Purchaser to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provisions, have effect of so relieving us.
7. It shall not be necessary for Purchaser to proceed against the contractor before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank notwithstanding any security which Purchaser may have obtained or obtains from the contractor.
8. This guarantee shall not be discharged due to the change in the constitution of the Bank or the contractor(s).
9. We ..... (Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of Purchase in writing.
10. Our liability is limited to a sum not exceeding Rs ..... unless a claim is made on us in writing on or before ..... (3 months beyond the date of delivery / completion as specified in the contract) we shall be discharged from liability under this guarantee.

In witness whereof these presents are executed at ..... on the date, month and year first herein above written.

FOR AND ON BEHALF OF THE BANK WITHIN NAMED

**GST CLAUSE FOR TENDER****Note to Suppliers regarding Invoice and related payment conditions:**

1. The GST invoice to be submitted by supplier shall be in accordance with provisions of Sec 31 of CGST Act, 2017 and shall contain all particulars specified in rule 46 of CGST Rules including HSN/SAC codes.
2. Wherever E-invoice is applicable as per provisions of GST Act and notifications issued from time to time, bills will be processed only on submission of E-invoice (in addition to all other relevant documents). If E-invoice is not applicable, supplier is requested to submit the declaration on letter head signed by Authorized signatory in the attached format at Annexure-A.
3. Further to above, if the aggregate turnover of the supplier exceeds threshold limits as notified by Government of India at any future date, then E-invoice shall be applicable and the bidder has to comply with required provisions of GST Law.
4. Supplier need to give declaration whether he is filing GSTR-1 and GSTR-3B on monthly basis or quarterly basis. If supplier is filing /opted for GSTR-1 and GSTR-3B on Quarterly basis, supplier is requested to submit the declaration on letter head signed by Authorized signatory in the attached format at Annexure-B.
5. If the supplier is filing returns on monthly basis, payment will be made only after filing of GSTR-1 and GSTR-3B of the respective month including availability of invoice in GSTR-2B(It is to be noted that the Invoice will appear in GSTR-2B of corresponding month if the supplier files GSTR-1 within due dates mentioned in the Act).
6. If supplier is filing / opted for GSTR-1 and GSTR-3B on Quarterly basis, only the base amounts will be paid initially and release of GST amounts will be made only after quarterly filing of GSTR-1, GSTR-3B of corresponding months including availability of invoice in GSTR-2B (It is to be noted that the Invoice will appear in GSTR-2B of corresponding month if the supplier files GSTR-1 within due dates mentioned in the Act). After filing of GSTR-1 and GSTR-3B Supplier has to intimate the same to Purchase Department along with copies of GSTR-1 and GSTR-3B for onward intimation to Finance Department.
7. In case MIDHANI is unable to avail GST credit within time limit specified under the GST Act due to delay in filing and /or intimation regarding filing of GST returns by supplier or due to any other fault of supplier, corresponding GST amounts will not be paid to supplier.

**TO BE PRINTED ON LETTER HEAD**

**To whomsoever, it may concern.**

We M/s. .... having PAN ..... and GSTIN Registration Number ..... hereby undertake that our Aggregate Turnover (as per Section 2(6) of Central Goods and Services Tax Act, 2017) for the previous financial year does not exceed the prescribed threshold (as on the date of this declaration) for generation a Unique Invoice Registration Number (IRN) and QR code as per the provisions of Central Goods and Services Tax Act, 2017 and rules thereunder ("GST Law").

Further, we also undertake that if the aggregate turnover of M/s. .... exceeds the current threshold or revised threshold notified by Government of India at any future date, then we shall issue invoice, Debit Note and credit note in compliance with the required provisions of GST Law (E-Invoice).

I/We .....acting on behalf of (Company name) ..... in the capacity of (designation) ..... and keep it indemnified against any losses, damages (or) costs which it suffers (or) incurs due to breach on our part of this declaration.

**LEGAL NAME** :

**TRADE NAME** :

**TAX PAYER TYPE** : Regular

Thanking you.

Yours Truly,  
For M/s.....

Authorized Signatory Name:

Designation:

Stamp:



**TO BE PRINTED ON LETTER HEAD**

**To whomsoever, it may concern.**

We M/s. .... having PAN ..... and GSTIN Registration Number ..... hereby confirm that our Aggregate Turnover (as per Section 2(6) of Central Goods and Services Tax Act, 2017) was not more than prescribed limit for Quarterly filing and we are anticipating that turnover for the Current Financial year also will be within the prescribed limit. Hence, we opt to file GSTR-1 and GSTR-3B returns on a Quarterly basis for the Financial year 2020-2021(January 2021 onwards). We are hereby agreeing to file GSTR-1 and GSTR-3B on or before due dates as per provisions of GST Act and Rules thereunder. In case we revise option / required to file GSTR-1 and GSTR-3B on monthly basis, same will be intimated immediately and complied with.

Further, we also undertake that if the aggregate turnover of M/s. .... exceeds the current threshold or revised threshold notified by Government of India at any future date, then we shall file returns compliance with the provisions of GST Act or rules made thereunder.

I/We .....acting on behalf of (Company name) ..... in the capacity of (designation) ..... and keep it indemnified against any losses, damages (or) costs which it suffers (or) incurs due to breach on our part of this declaration.

Our GST details as per GST Registration certificate are as below:

LEGAL NAME :

TRADE NAME :

Thanking you.

Yours Truly,

For M/s.....

(Authorized Signatory)

Name:

Designation:

Stamp: