**Annexure-1**

**Bid Form or Covering Letter**

[on the letter head of the Bidder]

Kind Attention: [location, date]

The Clinical Director/Project Director

Assam Cancer Care Foundation, Guwahati

Tender No.: **ACCF/RT/Interior/2020-21/13 dated 24th December 2020**

For work of

Sir,

1. Having read, carefully examined and understood the TENDER document dated [●] issued by ACCF (“Client”) and all annexure and other documents attached thereto and all subsequent addenda and clarifications issued pursuant thereto (collectively the “TENDER”), we hereby submit our Technical and Financial Bid/Proposal for following locations:
2. ……………………
3. ................................
4. .......................................
5. ………………………and so on.
6. We have submitted EMD of Rs……………..against above mentioned quoted locations. In case submitted EMD is less as compared to required EMD, pls consider bid for those locations appearing first out of above mentioned quoted location.
7. We hereby agree and confirm that our Bid has been prepared strictly in conformance with the instructions in the TENDER document (including the forms set forth therein) and that we shall at all times act in good faith and abide by all the terms and conditions of the TENDER during the bidding process.
8. We agree that we have inspected and examined the TENDER and have ascertained that they contain no inconsistencies, errors or discrepancies and have otherwise familiarized ourselves with all conditions of the TENDER which may affect our Bid and all queries on other contractual matters have been addressed.
9. We agree to the conditions of the TENDER under which the EARNEST MONEY DEPOSIT and PERFORMANCE SECURITY DEPOSIT can be forfeited by ACCF as per the terms and conditions.
10. We hereby undertake to pay the penalty as per the terms and conditions of the contract for non-performance and negligence in our part.
11. We agree to accept the amount of the bill to be paid by the Client after completion of all formalities and should any amount of the bill found by the client/auditors to have been over-paid; the amount so found shall be refunded by me/us.
12. ACCF has the right to accept or reject any or all the bids/proposals without assigning any reason.
13. We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.
14. We understand and agree that ACCF reserves the right to cancel the bid process or the contract agreement at any moment of time without assigning any reason thereof.
15. We represent and warrant to Client that as of the date of submission of this Bid and till the end of the Bid Validity Period (as may be extended):
16. the information furnished by us is complete, accurate, unconditional and fairly presented;
17. we have the necessary technical and financial ability and adequate skilled and experienced resources for undertake the scope of Bid as per the TENDER;
18. we are in compliance with all the terms and conditions of the TENDER;
19. there is no information, data or documents which have not been disclosed which may prejudicially affect Client’s evaluation or decision in relation to evaluation and selection;
20. We hereby declare that there is no vigilance/CBI or court case pending/contemplated against us (including trustee, director, partner or key officials, etc.) at the moment.
21. I/We have not been black-listed or debarred by the ACCF or by any government (State/Central) agencies/bodies, PSUs or Urban Local Bodies, which is in effect for the time being.
22. we acknowledge that we have neither failed to perform any contract, as evidenced by imposition of a penalty by an arbitral or judicial client or a judicial pronouncement or arbitration award against us or any of our director or partners, as the case may be, nor has been expelled from any project or contract by any public entity nor have had any contract terminated by any public entity for any breach of contract by us.
23. We undertake that we will intimate Client of any material change in facts, circumstances, status or documentation relating to us during the Bid Validity Period (as may be extended in accordance with the TENDER).
24. This Proposal shall be construed, interpreted and governed, in all respects, by the laws of India, without reference to its conflict of law principles. The courts at Guwahati will have exclusive jurisdiction in respect of all matters arising out of this Bid.
25. We have agreed that [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_] [Insert Authorised Signatory’s name] will act as our representative and has been duly authorized to submit the Proposal and authenticate the same, make amendments thereto and undertake such other actions as set out in the authorization attached with this Proposal, which will be binding on us.
26. We undertake that we are not disqualified as per Eligibility Criteria and fulfil all eligibility criteria as stipulated in the Tender.
27. If our proposal is accepted, we undertake to perform the services in accordance with the terms and conditions in the TENDER document.
28. We further confirm that, if our proposal is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of the Tender Document for due performance of the contract.
29. We agree to keep our Bid valid for acceptance as required in the TENDER Document, or for subsequent extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the aforesaid period and this Bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.
30. We further understand that you are not bound to accept the lowest or any Bid you may receive against your above referred request for proposal.
31. We confirm that we fully agree to the terms and conditions as specified under the TENDER Document, including amendment/ corrigendum if any.
32. We confirm that the hard copies of Bid Documents submitted are completely identical to the online submission, without any deviation whatsoever.
33. We have provided details, in accordance with the instructions and in the form required under the TENDER.

Yours Faithfully,

[Signature and Details of the Applicant/Authorised Representative]

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| --- |
| **Name of the Authorised Signatory:**  **Designation:**  **Contact Details: Mobile:……………………….Email**: |