



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, भुवनेश्वर केन्द्र



EOI No.: 03/2025(EOI)/NIFT/BBSR/CS



राष्ट्रीय फैशन टेक्नालॉजी संस्थान, भुवनेश्वर केन्द्र
(वस्त्र मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BHUBANESWAR
(Ministry of Textiles, Govt. of India)

INVITATION FOR EXPRESSION OF INTEREST (EOI)

FOR

RUNNING OF CAFETERIA

AT

**NIFT CAMPUS, PLOT NO. 24, CHANDAKA INDUSTRIAL ESTATE,
PATIA, BHUBANESWAR-751024**

EOI No: 03/2025(EOI)/NIFT/BBSR/CS issued on 02.06.2025

Note: This document contains 16 pages (total no. of pages including Annexure) and bidders are requested to sign on all the pages.



IMPORTANT DATES

Date of publication of EOI Notification	02.06.2025
Last date and Time for submission of duly filled EOI	16.06.2025 (2:00 PM)
Date and Time of the opening of Technical EOI	17.06.2025 (4:00 PM)
Date and Time of the opening Financial EOI	will be notified to the technically qualified bidders

INTRODUCTION:

National Institute of Fashion Technology, Ministry of Textiles, Government of India, is a premier Institute of Design, Technology & Management with 19 Campuses located across the country. NIFT Bhubaneswar is located at Plot no. 24, Chandaka Industrial Estate, Patia, Bhubaneswar – 751024.

EXPRESSION OF INTEREST

The NIFT Bhubaneswar Centre invites sealed bids under two bid systems for “**Running of Cafeteria**” at NIFT Campus, Plot No. 24, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024 for students and staff for a period of one year.

The details of the bid are given below:-

a. Last date & time for submission of bids: 16.06.2025, 2:00 PM

b. Date & time of opening of Bid: 17.06.2025, 4:00 PM

- Technical bid to be opened in presence of the bidders or their authorized representatives.
- Financial bid is to be open after evaluation of Technical Bid.
- Bid validity upto: 30 days from the date of opening of financial bid.

c. Correspondence Address: The Director, National Institute of Fashion Technology, Bhubaneswar, Plot No. 24, Chandaka Industrial Estate, Patia, Bhubaneswar-751024.

"Two bids system" shall be followed for this bid. Bidder should take due care to submit the bid in accordance with requirement in sealed covers. Bids received shall be evaluated as per the Criteria prescribed in the bid document. NIFT will not entertain any modifications subsequent to



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opening of bids and bids not conforming to bids conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of bid document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

Bid documents for Running Cafeteria for students and staff can be obtained from NIFT Campus on all working days between 10 AM to 4 PM or may be downloaded from NIFT Bhubaneswar Website (nift.ac.in/Bhubaneswar/tenders).

The total student strength of the campus is approx. 750 (including day scholar and hosteller), Faculty and Staff 100, Residential Qtr., and Guest House are also within the campus premises.

The Technical bid and the financial bid should be sealed by the bidders in separate covers duly super scribed as "Technical Bid" and "Financial Bid" respectively. Both these sealed covens should then be kept in a bigger cover which should also be sealed & duly super scribed as "Bid documents for running Cafeteria at NIFT Campus, Bhubaneswar" and to be dropped in the **tender box kept in Purchase Department**, NIFT Bhubaneswar during office hours from 9:00 AM to 5:00 PM. The EMD draft should be kept in the Technical Bid Cover.

In case of any clarification required relating to this bid, the same can be sought from the following officers of NIFT:

- a. Sh. Sandip Karmakar, AD (Academic) & Purchase Officer,
Mob.8910833516,
E-mail: purchase.bhubaneswar@nift.ac.in
- b. Sh. Soumya Ranjan Swain, Asst. Director (Admin),
Mob.8917629848,
E-mail: adadmin.bhubaneswar@nift.ac.in



A) GENERAL TERMS AND CONDITIONS:

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete quotations will be rejected.
2. Any conditional offers made by the tenderer or any alternations/corrections made in the tender form shall not be considered. Similarly incomplete and unsigned tender documents are liable to be rejected. All pages of the Quotations Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Quotation.
3. Quotations shall be submitted in NIFT's official quotations form only. If submitted in any other manner, the same shall be summarily rejected. No bidder shall be issued more than one Quotations Form. No paper shall be detached from the Quotations Document.
4. The bid submitted in sealed envelopes mentioned "**Bid for NIFT Cafeteria**" addressed to the Director, NIFT, Bhubaneswar and be dropped in the Tender Box available at NIFT campus on or before 16.06.2025 upto 2:00 PM. The bids will be opened on 17.06.2025 at 4:00 PM in the presence of such of the bids who may wish to be present, either by themselves or through their authorized representatives.
5. A demand draft of Rs.5000/- (Rupees Five thousand only) is required to be deposited as an Earnest Money Deposit in favor of "**National Institute of Fashion Technology**" payable at **Bhubaneswar**. The Earnest Money deposit of the successful bid shall be liable to be forfeited if he does not fulfil any of the following conditions. Bid received without prescribed Earnest Money Deposit shall not be considered. However if bidder is exempted by NSIC/ MSME certificate then no need to deposit EMD. Certificate of NSIC/MSME is required to be submitted.
6. The contractor shall be required to deposit an amount of Rs. 50,000/- (Rupees Fifty Thousand Only) as security deposit immediately after issue of Work Order in the form of FDR/BG/DD of nationalized bank/schedule bank only in favour of NIFT payable at Bhubaneswar. No interest shall be paid on such security deposit, which shall remain with Institute during the continuance of the contract and it shall be released only two months after the expiry or termination of the contract, subject to clearance of all dues by the contractor.
7. NIFT has the right to terminate the contract in case it is found that the vendor has provided any wrong information or has not submitted any relevant information during the bidding process. The security deposit will be forfeited in such cases and the decision of NIFT authority in this regard will be final and binding.
8. The bids should be valid in the case of all the bids for at least 2 months from the date of opening of the bid and if any bidders withdraws or alters the terms of the bid during the period, the Earnest Money Deposit shall be forfeited. In the case of the successful bidder, rates quoted shall be valid for the entire period of the contract.



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9. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the quotations unless duly countersigned by the bidder. The quotations should be filled in and submitted strictly in accordance with the instructions contained herein, otherwise the Quotations is liable to be rejected.
10. Corrections, if any, must be attested.
11. Person signing the bid or other documents connected with quotations must clearly write his/her name and also specify the capacity in which signing.
12. The Institute reserves the right to reject any or all the quotations without assigning any reason.
13. Before submitting the filled-in Quotations Document to the Institute, the bidders may seek clarification(s), if any, from Administrative Department on the mentioned telephone numbers OR in person by visiting the Institute during working hours by taking prior appointment
14. NIFT will provide space measuring 10 sq.ft X 10 sq.ft or as per additional requirement space may be provided for setting up a stall within campus.
15. Only open space will be provided vendor should install their own kiosk as per their standard/design.
16. NIFT will not bear the expenditure for the setting-up of stall / infrastructure.
17. The vendor should maintain hygiene.
18. The vendor should maintain fire safety policy.
19. In case of default, Contractors who violate the terms of the contract and whose contracts are terminated, should be considered for blacklisting by the Competent Authority for a significant time before they are considered again.
20. The contractor has to display all menu rates immediately (mentioned in quotations form) in the cafeteria premises after receiving the Awarding Letter.
21. GST applicable on Maintenance charges as per government rate.
22. All rates are quote including all Taxes and etc.,
23. The contractor shall ensure that the cooked and uncooked food is stored properly and no stale food is served. In case of any food poisoning, the contractor shall be held solely responsible and will be penalized besides legal action.
24. The raw material used for cooking can be checked by NIFT officials at any time and if substandard/ unauthorized material is found, the contractor shall be penalized at the discretion of NIFT and contractor shall have to abide by it.
25. Any information furnished by the Vendor, if found false or manipulated or misleading would entail cancellation of the tender/contract without assigning any notice. All vendors are therefore requested to provide the correct information.



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26. Please note that any amendments/modifications/corrections/corrigendum will be placed in NIFT Bhubaneswar website.
27. The clause of Force Majeure will be applicable as per rules/guidelines issued from GOI.
28. The Force Majeure clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. The Force Majeure clause does not excuse a party's non-performance entirely, but only suspends it for the duration of the Force Majeure. The contractor/firm has to give notice of Force Majeure as soon as it occurs and it cannot be claimed ex-post facto.

B. PENALTY CLAUSE:

29. Contractor shall have to pay quoted maintenance charges plus applicable rate of GST to the institute through Cheque /Demand Draft in favour of NIFT, Bhubaneswar payable at Bhubaneswar in the first week of every month. In case of non-payment of maintenance charges in a stipulated time period, a penalty of Rs. 500/- per week will be levied.
30. The Institute reserves the right to impose a penalty (to be decided by the NIFT authorities) on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration. A penalty of Rs. 1000/- per occasion will be levied and as per decision of the competent authority.
31. The Contractor shall not keep the Mess closed without prior permission from the NIFT authority. Any such incident shall be treated as breach of contract and suitable action including penalty shall be taken for the same by NIFT as it may deem fit.
32. If contractor fails to serve food for Hostel students on any day without prior permission of the Mess committee, NIFT will make such arrangements and the cost incurred on such arrangement shall be recovered with penalty to be decided by NIFT authority.

C. EVALUATION CRITERIA:

- 1) A two-stage procedure shall be adopted in evaluation the proposals. The selection will be done using Quality cum Cost Based Selection (QCBS) process. **70%** weight-age would be given for Technical evaluation and **30%** weightage would be given for financial evaluation.

The following weightage will be given for evaluation of Price & Evaluation Bids received from technically qualified bidders:

Sl. No.	Criteria	Marks
1.	Experience	20 (Twenty) Marks.
2.	Performance certificate from client	20 (Twenty) Marks.
3.	Annual Turnover for last four years	10 (Ten) Marks
4.	Valid license of FSSAI (Central – 10 marks /State – 05	10 (Ten) Marks



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	marks)	
5.	Affidavit of not having been Blacklisted on prescribed format (On Rs. 10 Stamp. Paper)	10 (Ten) Marks
Financial weightage		
6.	Price Quote	25 (Twenty Five) Marks.
7.	Monthly Maintenance Charges offered	05 (Five) Marks.

The bidder scoring the higher marks out of 100 marks as mentioned above would be awarded the contract. In case more than 1 vendor score the same marks, NIFT shall have the discretion to select the Vendor who has served satisfactorily in NIFT or similar educational institutions with higher experience/ turnover.

The details of awarding marks are as under:

S. No.	Qualifying criteria	Marks Criteria
1.	Experience (from April-2021) of running of cafeteria in government educational institutes such as NIFT, IIM, IIT, NIT, government universities etc.	1 mark will be awarded for per contract with a maximum of 5 marks per year (Total 4 years). Experience will only be counted for existing shop which is currently being run by the bidder in government educational institutes such as NIFT, IIM, IIT, NIT etc/ government universities. (Max: 20 Marks)
2.	Performance Certificate during the last four years (i.e. 01.04.2020 to 31.03.2024/till date) from government educational institutes/ government universities.	5 marks will be awarded for each work performance certificate worth Rs. 2 lakh or above with excellent/very good/satisfactory rating by the issuing authority. (Max: 20 Marks)
3.	Annual turnover for Mess service contract for last 3 years (i.e. FY 21-22, 22-23 and 23-24)	10 marks will be awarded for average annual turnover of Rs. 20 lakh & above per year. 5 marks will be awarded for average turnover of Rs. 10 lakh & above but less than 20 lakh per year. (Max: 10 Marks)
4.	Copy of valid license of FSSAI (Central/State)	Proof Copy required (Max: 10 Marks)
5.	Affidavits of not having been Blacklisted on prescribed format mentioned in the tender (On Rs. 10 Stamp. Paper)	Proof Copy required (Max: 10 Marks)
6.	Price quoted for serving the items in cafeteria to students and officials.	The lowest bid shall be given a financial score (FS) of 25 points. The financial score (FS) of



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		other bidders will be determined using the formula: $FS = 25 \times FP/F$, in which FP is the lowest financial bid, and F is the financial bid of the particular bidder. (Max: 25 Marks)
7.	Monthly Maintenance Charges to be paid to NIFT, Bhubaneswar minimum Rs. 10,000/- (Excluding GST)	1 mark for first Rs. 10,000/- + 1 additional mark for every 5,000/- upto a maximum of 5 marks. (Amount of GST shall be payable over and above to the quoted monthly Maintenance Charges) (Max: 05 Marks)

Note: The firm/agency having experience of government educational institutes/government universities will only be considered for technical evaluation.

Only technically qualified bidders will be eligible for marking of points as per above indicated parameters.

Scores obtained on financial offer will be added to scores obtained on technical offer to get a Consolidated Score (CS) according to the formula: $CS=TS+FS$. Bidder with the highest consolidate score (H-1) i.e. $CS=TS+FS$ will be selected.

1. SPECIFIC CONDITIONS:

The bidder should strictly take into account the following conditions before filling up the tender.

- The tender is based on QCBS where 70:30 will be followed i.e. 70% weightage for Technical Evaluations and 30% weightage for Financial Evaluation.
- The contract will be initially for a period of one year and can be extended for further period of two years on year to year basis thus making total in 3 years on terms & conditions envisaged in the tender depending upon the satisfactory services of contractor.
- The bidder can visit the campus to see the area before bidding. The bidder will be provided with only space and minimum infrastructure like lights, fans, water supply, electricity supply (on payment basis as per actual consumption). Kitchen utensils, serving plates, crockery etc. for serving in shop on various occasions will be arranged by the contractor himself.
- The charges for serving items will be collected by the bidder directly from the students/ employees/visitors. The list of items for snacks is attached at **Financial Bid**. The other items rate shall be based on the prevailing market rates and as decided jointly by the Contractor after approval of NIFT Authority.



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- v. The shop shall remain open throughout the year, even during the vacations in order to facilitate food for faculties, staff and others.
- vi. Actual consumption of the electricity will be paid on monthly meter reading basis. The Contractor will be required to pay electricity charges on actual basis. Out of the total bills received by the Institute for electricity consumption, the amount in respect of the units consumed by the Contractor shall be paid by him /her to the Institute. No separate water charges will be charged by the institute.
- vii. The contractor will have to provide foods as per prescribed schedule at the shop. Expenses due to transportation arrangement of foods to hostels/recommended places by NIFT authority will be borne by the contractor.
- viii. The contractor shall have to make his own arrangements for the accommodation of its staff.
- ix. The contractor shall not be allowed to prepare food in the institute's premises for other than NIFT clients.
- x. The disposal of solid waste and garbage shall be sole responsibility of the contractor as per norms laid down by the concerned government authorities.
- xi. The contractor shall also provide various kinds of beverages, snacks and eatables in the shop at such price/quotes as approved by the Mess Committee from time to time. All packed items are to be paid for not more than the MRP.
- xii. NIFT shall not provide any consumable or non-consumable items including raw materials for the purpose of cafeteria nor shall NIFT provide any utensils, equipment, crockery, cutlery, etc. On termination of the contract, the Contractor shall return to NIFT items of furniture/fixtures/ equipment if any issued to him.
- xiii. The quality and quantity of food will be inspected by Mess committee / NIFT authorized officials very frequently and the contractor shall not deny access to such inspections.
- xiv. NIFT reserves the right to call upon the contractor to remove any person employed / working in the NIFT, if found unsuitable for services on account of hygiene or health or conduct or any other administrative reason.
- xv. In case of interpretation, modification and any alteration with respect to terms & conditions the Mess committee, Contractor and Director will jointly look into such aspect and the decision of the Director will be final and binding to both the parties.
- xvi. The Contractor shall use the water-supply economically.
- xvii. NIFT shall provide a list of normal holidays and students vacations in each semester to the contractor for assessing and providing food services to the hostellers residing during holidays and vacations.



ELIGIBILITY CRITERIA

An agency/firm having an experience of at least 1 year of running Cafeteria is eligible to apply. The firm shall have requisite registration certificate for dealing in cafeteria.

A. TECHNICAL BID

The Technical Bid should be kept in separate sealed cover superscribing as “Technical Bid” on it and should contain the following details:

1. Name of Bidder/Agency: (Firm copy enclosed)
2. Address of Agency:
.....
3. Name of person:
Phone no.: (mob no.):
Email id:
4. Details E.M.D.(Rs.5,000/-) (Exempt in case of NSIC Exemption Certificate)
Draft No.:..... Issuing Bank:.....
5. Details of Experience in the similar Field (attach copies as proof)

S. No	Period		Organization	Details of services
	From	To		

6. PAN card No. of Bidder: _____
7. Copy of PAN card of Bidder: _____
8. GST Reg.No.: _____
9. Reg. No.: _____
10. Contact No.: _____
11. Mobile No.: _____



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B. FINANCIAL BID:

(Keep this Financial Bid in separate sealed envelope)

Name of Work : Running of Cafeteria

1. Name of Bidder /Agency. :

2. Period of Contract : Initially One Year

3. To supply and quote all the items mentioned below is Mandatory

Sl. No.	Item & Quantity	Quantity	Rate	Compliance (Yes/No)
1	Tea	200 ml	10/-	
2	Tea in kulhad	200 ml	12/-	
3	Green tea	200 ml	15/-	
4	Lemon tea	100 ml	10/-	
5	Black tea	100 ml	8/-	
6	Elaichi Tea	110 ml	15/-	
7	Milk with tea bag	110 ml	12/-	
8	Iced Tea	250 ml	30/-	
9	Black coffee	110 ml	10/-	
10	Black coffee (small)	80 ml	6/-	
11	Soup (Tomato)	100 ml	12/-	
12	Cappuccino	150 ml	20/-	
13	Latte	150 ml	20/-	
14	Maccaccino	150 ml	20/-	
15	Hot chocolate	150 ml	20/-	
16	Plain noodles (all variants)	70 gm	20/-	
17	Masala Noodles	70 gm	25/-	
18	Veg. Atta Noodles	75 gm	40/-	
19	Pazzta-cheese	70 gm	30/-	
20	Pazzta-cheese	65 gm	30/-	



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21	Grilled veg sandwich	2 pcs	35/-	
22	Grilled cheese sandwich	2 pcs	45/-	
23	Chocolate	--	MRP	
24	Samosa	1 pc	10/-	
25	Veg patties	1 pc	25/-	
26	Non-veg patties	1 pc	35/-	
27	Packed juice	1 pc	MRP	
28	Mineral water bottle	1 pc	MRP	
29	Veg. Bargar	1 pc	25	
30	Chicken Bargar	1 pc	40	
31	Veg. Chowmeen/Pasta	Per plate	25	
32	Egg Chowmeen	Per plate	35	
33	Chicken Chowmeen	Per plate	50	
34	Veg. Momos with chutnee	10 pcs	30	
35	Cheese Momos with chutnee	10 pcs	50	
36	Chicken Momos with chutnee	10 pcs	50	
69	Tetra pack juice/rabdi/dahi/lassi etc.	1 pc	MRP	

Monthly Maintenance Charge

Minimum Maintenance of Rs. 10,000/-+ applicable 18% (per month) for utilization of Cafeteria at NIFT Bhubaneswar Campus (excluding electricity, water, taxes etc.,)	
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Note:

1. GST applicable on Maintenance charges as per government rate.
2. Actual Electricity Charges
3. All rates to be quoted inclusive of all Taxes and transport etc.



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Annexure A

UNDERTAKING BY THE BIDDER

We have carefully gone through all above various terms and condition for provision of Cafeteria at NIFT campus. We agree to all these conditions and offer to provide Services at NIFT. We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. We have inspected the Institute premises, and have acquainted ourselves with the tasks for providing of Cafeteria, before making this offer. We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place: _____

Address: _____

Signature of Bidder



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Annexure - B

Declaration by the Tenderer

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I/We hereby undertake that the information provided with this tender are true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us.

(Signature of Tenderer with seal)

Name:

Seal:

Address:

Phone No (O):

Date:



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Annexure - C

Bid Securing Declaration Form

Dated: _____

To
The Director,
National Institute of Fashion Technology,
Plot no. 24,
Chandaka Industrial Estate, Patia
Bhubaneswar – 751024

I/ We, on behalf of M/s _____ the undersigned, declare that:

I/ We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signature with stamp

(signature of person whose name and capacity are shown)

in the capacity of (legal capacity of person signing the Bid Securing Declaration)

Name: _____

Date: _____



SELF-DECLARATION – NO BLACKLISTING

In response to the Tender Document for running of Cafeteria at NIFT Campus, Bhubaneswar, I/We hereby declare that presently our Company/firm M/s _____ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

I/We further declare that presently our Company/ firm is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission including violation of relevant labour laws.

I/We further declare that contract of our Company/ firm has never been terminated by any State/ Central Government/ PSU/ Autonomous Body due to deficiency in services, performance or any other defaults.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our security may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be debarred from bidding in future against any other tender.

Yours faithfully,

Place:

Date:

(Signature of the Tender with Seal)