CHECK LIST

CHECK LIST TO BE SUBMITTED WITH PHYSICAL BID BY THE BIDDER IN THE COVER OF TENDER FEE, EMD DOCUMENTS AND VENDOR REGISTRATION (Filling of all particulars by marking (√) is necessary)

Sr. No.	Particulars	Remarks
1	Whether bid documents are submitted in two separate covers i.e. EMD cover, techno-commercial bid cover.	Yes / No
2	Type of manufacturing unit	SSI / NSIC / PSU / Pvt. Co. / Limited Co. / Others
3	Whether your firm have supplied the tendered item to GUVNL and / or its subsidiary Companies	Yes / No
4	Vendor registration certificate for the tendered item	Registered / Applied for Re-registration/Not Registered
5	EMD	Paid / Not paid If paid – i) Amount: ii) DD No. & date: iii) Bank: i) Rs. : ii) BG No.: iii) Bank: iv)BG valid up to :
6	Whether offered item bears valid ISI registration	Yes / No
7	Whether offered item bears valid type test certificate (if applicable)	Yes / No
8	Whether samples are submitted as per requirement (if applicable)	Yes / No/Not Applicable
9	Is there any technical deviation in the tender?	Yes / No
10	Is there any commercial deviation in the tender?	Yes / No

Attention to the following points while obtaining Performance Guarantee for Supply Period & Performance Guarantee for Warrantee Period:

1. Bank Guarantee must have clear one time validity as per order/AT terms and conditions. Also, there should be a clear validity of stamp paper on which Bank Guarantee is to be issued.

2. Date of issuance of Bank Guarantee must be on or after the date of execution/issuance of stamp paper (on which said BG is to be obtained).

3. Seal & Initial of the bankers, issuing bank guarantees must be obtained against each hand written stipulations, deletion(s), alteration(s) or addition(s), if any.

4. Bank Guarantee must be submitted in our standard prescribed format without any changes.

5. Date & place of execution of Bank Guarantee must invariably be obtained on both Original and Extended BGs.

6. Further any extension obtained in original bank guarantee must be taken in our standard prescribed format for Extension in B.G. without any change.

7. Page nos. should be mentioned on each page of bank guarantee.

8. Only the stamp paper pages on which Bank Guarantee is executed are considered as part of BG. So, page nos. should be obtained on them only and additional pages such as Bank Confirmation letter, Bank covering letter etc. shall not be treated as part of Bank Guarantee and excluded.