

(APPLICATION)

Head – Office Services
Canara Robeco AMC Ltd.
Construction House, 4th Floor,
5, Walchand Hirachand Marg,
Ballard Estate,
Mumbai – 400 001.

Ref: **Tender No. 002/13-12-2019**

Dear Sir,

I / we have read and understood the tender documents and the Terms & Conditions mentioned in this application form. I / we do hereby declare that the quote furnished for Tender on the supplementary sheets are correct to the best of my/our knowledge and belief.

(Signature of applicant with seal)

Name:

Terms & conditions:

1. All material should be as per given standards.
2. Tender documents should reach us by **23rd December 2019** in sealed envelope.
3. Modular Furniture needs to be procured from ISO certified company and should match all the specifications mentioned in BOQ and as per the sample photos provided.
4. The shortlisted Contractor shall be responsible for coordination with the Modular furniture vendor.
5. All the wooden/Modular furniture shall be under warranty for 12 months against any manufacturing defects from date of handover of site.
6. Empanelled contractors are advised seek clarifications on any aspect of the tender before submitting the quote.
7. Sealed Tenders will be opened on **24th December 2019** at 12.00 PM. Empanelled contractors are invited to participate in the tender opening process at the below mentioned Address:
Construction House, 4th Floor, 5, Walchand Hirachand Marg, Mumbai 400 001.
8. You shall ensure absolute security, safety, secrecy and confidentiality and undertake to complete the assigned work within the prescribed time limit to the satisfaction of the Company.
9. It is essential that the empanelled contractors shall work diligently, honestly and safeguard the interest of the Company. Your performance on routine /specific jobs will be reviewed from time to time and continuation of your agency/firm on the empanelled list will depend on the quality of services delivered, cost effectiveness, timely completion and excellent workmanship.
10. **Payment Terms:**
 - a) 40% with PO towards mobilization Amount
 - b) 20% after completion of 40% of work
 - c) 20% after completion of 75% of work
 - d) 15% after completion of 100% of work & submission of final bill
 - e) 5% retention amount which will be released after 6 months from the date of handover of project.

We hereby accept the above terms & conditions applicable thereto.

For and on behalf of M/s. _____

(seal/stamp of the firm)

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(Name & Designation of the person signing)

Place :

Date :