

# REQUEST FOR EMPANELMENT

## Empanelment of Technical Support Agencies for Implementation of IT & ITES Projects



**UTI INFRASTRUCTURE TECHNOLOGY AND SERVICES LIMITED**

**(a Government of India Company)**

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## 1. FACTSHEET

The fact sheet comprising of important factual data on the tender is for quick reference of the bidder.

Sr. No	Events	Date &Time/ Duration
1	Start date of issue / sale of RFP document	27/03/2015
2	Last date and time for Submission of Queries	10/04/2015
3	Last date for issue / sale of RFP Document	21/04/2015
4	Last date and time for Submission of Bid	21/04/2015
5	Opening of bids	21/04/2015
6	Tender Processing Fees	Rs. 3000/-
7	Duration of empanelment	3 Years
8	Validity of the Bid	180 days
9	Contact Person	Mr. Mahesh Natarajan Senior Executive (IT & e-Governance) Phone:(022)- 6793 1107 Mail:mahesh.natarajan@utiitsl.com

## 2. REQUEST FOR EMPANELMENT

Sealed tenders are invited from eligible, reputed, qualified IT & ITES service providers and Implementers for implementation of IT and ITES project for Pan India locations. This invitation to bid is open to all the Bidders meeting the minimum eligibility criteria as mentioned in the RFP Document.

The “Request for Empanelment” is also available on the website [www.gov.tenders.in](http://www.gov.tenders.in) & [www.utiitsl.com](http://www.utiitsl.com) for free download. The response to the RFE should be submitted on or before 21.04.2015, 15:00 Hours at the address for communication given below:

To,

The Vice President- IT  
UTIITSL, UTIITSL Tower  
Plot No 3, Sector 11  
CBD Belapur  
Navi Mumbai- 400 614

## 3. STRUCTURE OF THE RFE

- I. Instructions on the Bid process for the purpose of responding to the RFE. This broadly covers:

The document wholly covers the complete tendering process including the parameters for Pre-qualification, Technical Evaluation to facilitate UTI Infrastructure and Technology Services Limited (UTIITSL) in determining participating bidder’s suitability as Technical support Agency.

- II. The contents of the document broadly cover the following areas:

- a. General Terms & conditions of the bid
- b. Scope of work
- c. Pre-Qualification Criteria
- d. Specific Terms of Reference related to RFE

The bidder is expected to respond to the requirements as completely and in as much relevant detail as possible, and focus on demonstrating bidder’s suitability to become the Technical Support Agency (TSA).

The bidders are expected to examine all instructions, forms, terms, requirements and other information in the RFE documents. Failure to furnish all information required as mentioned in the RFE documents or submission of a proposal not substantially responsive to the RFE

documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

## 4. INTRODUCTION TO UTIITSL

Established in 1993, UTI Infrastructure Technology And Services Limited (UTIITSL), erstwhile UTI Technology Services Limited (UTITSL), is a Government of India company under Ministry of Finance.

UTIITSL is a CMMi ML3, ISO 27001:2005, ISO 20001:2005 & ISO 9001:2008 Certified Company.

UTIITSL is actively assisting the Government of India and its Departments in implementing Information and Communication Technology programs and various e-Governance Projects.

UTIITSL is also one of the largest Financial Service Provider in India – SEBI approved Category 1 – Registrar and Transfer Agent offering services to investors of Mutual Fund PFRDA, Bond/ Deposit/ shareholders of Corporate, Financial Institutions and Government Companies.

Our Business offerings are:

- 1) Transaction Processing Services
- 2) Card Based Solutions
- 3) IT & ITES services
- 4) Financial Products Distribution
- 5) Real Estate Services

## 5. GENERAL CONDITIONS OF BID

1. **Last Date of receipt of sealed tender bids:** The last date of receipt of sealed tender is upto 15:00 hour on 21/04/2015. After the mentioned time, no bids will be accepted.
2. **Date of opening of the tender bids:** The tenders will be opened on the same day (i.e. the last date of the receipt of the tenders- 21/04/2015) at 15:30 hour at the venue where the tenders are received. All the bidders are invited for the tender opening. In case, if due to a holiday or an emergency or due to some extra ordinary reasons, if the tenders remain unopened on this date, then, the tenders would be opened on the next working day at the same time and at the same venue.
3. **Prebid Meetings / Queries:** There is no Pre-bid Meeting for this tender. The last date of receipt of Prebid queries is 10/04/2015. The Prebid queries (if any) can be forwarded to

the postal address of UTIITSL as above. The queries can also be shared through e-mails – **tenders. queries@ utiitsl.com**.

4. **Superscription:** The envelope containing the tender must be super scribed as “Empanelment of Technical Support Agencies for Implementation of IT & ITES Projects”. If the tender is not super scribed then there are chances of accidental opening and for liable rejection of the tender, therefore it is advised that the tender be super scribed as above and deposited in the tender box kept for the purpose at the address given.
5. **Tender Fees:** Tender Fees of Rs.3000/- should be paid by way of Demand Draft/ Pay Order in favour of “UTI Infrastructure Technology And Services Ltd, Mumbai”.
6. **Validity of the bids:** Generally, the bids will be valid for a period of ninety days (180 days) from the date of opening of the technical bid for acceptance, subject to increase in the validity by mutual consent. However, during the time of rate contracts in future, the rates will be valid for a period of minimum one year, extendable by mutual consent for one more year. It may also vary depending upon the RFQ floated and time constraints (if any). The agreement which would be entered into with the bidder / vendor or the work order which would be issued to the bidder / vendor would define the validity of the rates more specifically and that would be overriding this clause. In case of rate contract, the Purchase Order will be issued as and when the requirement arises.
7. **Authorized Signatory:** The bid can be forwarded by bidder or bidder’s representative. Representative will have to enclose the Letter of Authority/ the Power of Attorney along with this offer or when demanded by UTIITSL, otherwise the offer is liable to be considered null and void at any stage as per the decision of UTIITSL.
8. **Conditions for tenders sent by post/courier:** The tenders may also be sent by post/courier to reach before the scheduled date and time as indicated above.
9. **Essential Conditions:** The following are essential conditions to be followed for the tender sent by post, failing which the tender may not be opened and not considered or may be treated invalid:
  - A. Tender should be preferably sent by Speed Post or Registered Post if it is not possible to deposit the tender in the specified Tender Box.
  - B. Tender should be sent only to the address as given above in the name of the person or designation specified.
  - C. Tender should be super scribed as “Empanelment of Technical Support Agencies for Implementation of IT & ITES Projects”. The tenderer has to necessarily super scribe the envelope, failing which the tender may not be considered and may remain unopened, or be opened with some other tender or may be accidentally opened before due date rendering it to be treated invalid as per the discretion of UTIITSL.
  - D. UTIITSL takes no responsibility for any tender not reaching in time.
  - E. UTIITSL takes no responsibility for tenders received in torn, opened or mutilated conditions. Such tenders may not be accepted at all and are liable for rejection.
  - F. It is, therefore, advised that prospective bidders should deposit the tender directly in the tender box to avoid any delay in submission of the tender or to avoid any tearing / accidental opening during sending by post. Tenders, which are not super scribed or which are not addressed properly, are liable to be not considered.

**10. Agreement:** At the time of RFP/RFQ, a suitable agreement would have to be entered into with UTIITSL, failing which the EMD/ the Bank Guarantee as given may be forfeited or the work order would not be issued. If the terms and conditions of the agreement are not acceptable to the Vendor, then UTIITSL reserves the right to reject the tenders or forfeit the EMD / revoke the Bank Guarantee. In the absence of any specific agreement, any offer made in response to this tender, when accepted by UTIITSL, will constitute a contract between UTIITSL and vendor / bidder.

**11. Empanelment Letters:** UTIITSL shall issue the empanelment letters to only successfully qualified Technical Support Agencies (TSAs) depending upon their area of participation. The empanelment will be valid for a period of 3 years from the date of issuance of Letter of Empanelment.

This empanelment shall not confer any right for engagement. The vendor or its associates/companies who is empanelled are not allowed to use the name of the UTI Infrastructure Technology and Services Limited or UTIITSL, or its logo, service marks and any documents for any purpose other than official use with UTIITSL.

This clause shall survive indefinitely even after termination of empanelment.

If it is found that the empanelled vendor has misused UTIITSL name, logo, service marks and documents, then UTIITSL reserves the right to cancel the empanelment either indefinitely or for a stated period of time or your case of empanelment may even be subjected to legal action.

**12. Right of Rejection:** UTIITSL reserves the right to reject all / any bids / quotations without assigning any reasons thereof and without entitling the tenderer to any claim whatsoever.

UTIITSL reserves the right:

- To accept in its sole and unfettered discretion any tender for whole or part quantities/ part work.
- To award the contract to one or more number of bidders /vendors, either on lowest price, equal price or on different prices discovered through RFQ/RFP.
- To enter into parallel contracts simultaneously or at any time during the period of the contract with one or more tenderer(s) as UTIITSL may deem fit.
- UTIITSL does not bind itself to accept the lowest or any tender to assign any reason for non-acceptance of the same.
- **Availability of requisite permissions and licenses and compliance with the statutory provisions:** The bidder/agency/vendor is required to follow all the statutory acts as may be applicable for such type of work /supply / services for which they are bidding through this tender. It may or may not involve manpower. In case manpower is required, then the bidder merely by filling the tender confirms that the bidder has all the requisite permissions and licenses to carry out all the works as stipulated by this tender. Further, merely by filling the

tenders, the bidder reconfirms that the bidder has complied with all the statutory provisions of the central, state, local and municipal laws in force including manpower. The bidder also confirms merely by filling the tenders, to comply with any future laws that may be enforced upon by the statute.

- Agencies which do not have requisite permissions / licenses or who do not comply with the statutory provisions are requested to fill in the tenders only if they are eligible in this respect.
- Valid registrations viz., Sales Tax / VAT / Central Excise and with any other authorities as per requirement should be available with the bidder and be produced as and when required.
- Consequences of insufficient permissions / licenses or compliances on the part of the bidder would be to the bidder's account and the bidder merely by filling in the tender indemnifies UTIITSL of any or all such consequences.
- **Blacklisting/Debarring:** The bidder merely by filling the tender confirms that the bidder has not been blacklisted / debarred by any government department / agency, Reserve Bank of India, nationalized bank, or any Public Sector Unit or body. The bidder should submit an undertaking of not being black listed by any Government/PSU/Banks/Private agencies.
- **False Information:** In case if it is found that the bidder has not given the correct information and flouted any condition or the bidder does not have all the appropriate licenses and all the statutory permissions, whatsoever required, to carry out the activity as required in these tenders and allied works then UTIITSL reserves the rights to cancel the work order issued to him and award his quantum of work in the manner as deemed fit. This can be done at any stage.
- **Indemnity:** Further, by submitting this bid, the vendor/bidder indemnifies UTIITSL for any of the consequences arising out of non-availability of any of the requisite permissions/ licenses / insurances / any other statutory permission whatsoever required for carrying out this work. Also by submitting this bid, the vendor/bidder indemnifies UTIITSL for any of the consequences arising out of noncompliance of any of the conditions laid by the statute for vendors/bidders or their representatives/officials in carrying out this work.
- **Claim for increase in rates:** Any claim for increase in rates on account of any reason whatsoever will not be entertained for the period as stipulated in the agreement.
- **Extension of contract:** As stipulated by UTIITSL, after the period of expiry, the empanelment duration/agreement can be extended on mutual consent for a further period of one year or up to the period till new contract comes in force. However this option can be exercised only by UTIITSL.
- **Readiness:** The Agency should ensure that the manpower/software/materials are procured well in time to ensure quality of work and adherence to the time period and the work / supply / service is not interrupted / delayed irrespective of volume assigned.



- **Right to reject the work/ service which is not as per the specifications or the terms:** UTIITSL has right to reject the work/services if they are not found to meet the specifications laid out or are not as per the terms of the tender / work order. This can be done at any stage of the work.
- **Volume/Quantity of work:** Volume/Quantity is only indicative and the same may vary as per the requirement of UTIITSL. The work order would be more specific and binding.
- **Confidentiality:** The Agency shall maintain strict confidentiality of all the documents, information, data coming in possession of the Agency as a result of awarding the contract and also any oral, written or other information disclosed for evaluation or for any other purposes shall be considered as confidential information passed on to the Agency.
- **Usage of data / documents / information :** Only if applicable to this tender, the Agency shall ensure that the documents , data, information etc. if imparted by UTIITSL or if come to the knowledge of the bidder, are / is not used or permitted to be used in any manner (directly or indirectly) incompatible or inconsistent with that authorized by UTIITSL in writing. The confidential information will be safeguarded and the Agency shall take all necessary actions to protect UTIITSL's, its customers, and Government of India's interest against misuse, loss, destruction, alterations or deletions thereof. Any violation of the same will be liable for action under the law which shall entitle UTIITSL to claim damages from the vendor apart from taking action under the appropriate Law. This is an irrevocable condition and it will continue to be in force even if the agreement between the vendor / bidder/agency is terminated with UTIITSL.
- **Breach of clause:** In the event of any breach or threatened breach of any clause by the Agency / bidder and/or individual assigned by the Agency for the performance of the services, the Agency shall be liable to pay damages as may be quantified by UTIITSL. Apart from the above, UTIITSL shall have the right to proceed against the Agency and/or its assigned person/s under appropriate law.
- **Jurisdiction:** All matters pertaining to the present bid / tender / quote, shall be subject to the jurisdiction of the courts in Mumbai only.
- **Inspection:** Wherever required, UTIITSL reserves the right to depute its Officers, Auditors, other officials as it may decide etc. to visit the office / commercial / manufacturing site/s of the selected vendor/s for checking their infrastructure, man power and other related documents mentioned and for checking stock records, quality controls, work processes without advance intimation and the vendor/s will have to provide the necessary documents etc to UTIITSL to help UTIITSL ensure presence of appropriate and adequate controls on various processes. Inspection will be done, if so decided by UTIITSL on periodic basis also.
- **Nomenclature:** In the said tender, the bidder or the agency or the vendors or the contractor or the supplier and the service provider have the same meanings with

reference to the context. As also, reference to any gender covers both the genders and reference to singular also covers plural also.

## 6. SCOPE OF WORK

UTIITSL intends to empanel capable IT & ITES service providers in varied domains like:

1. Implementation of IT projects
2. Software Product Development
3. E-Governance based Consultancy services
4. IT Infrastructure & Facility Management Services
5. Access Control & Biometric Integrated projects
6. Execution of Citizen Centric Projects like Registration of land, Birth/Death certificates, Insurance processing, AADHAR enabled support services& Mission Mode project implementation.
7. Card Based Projects (including ticketing, Routine passes, driving license, Registration Certificates, Ration Cards, Toll / Fare collection, e--purse, etc.) including applications of smart cards in public utility / areas.
8. Supply of IT Hardware and Software equipment/products
9. Financial & Banking Solutions
10. Managed Data Centre & co-location services
11. Software/IT Testing for compliance with ISO certifications (Application Security / Functional / Performance / VAPT etc.)

The empanelled Agencies/Vendors/Companies would be expected to provide IT related technical support/activities/solution to the ongoing as well as new project requirements of UTI Infrastructure Technology and Services Limited on Pan India basis. The agencies must have the capacity to provide technical solution/services and technical resources to UTIITSL as and when required. Such support would be for a definite period and will not amount to any kind of employment obligation on the part of UTIITSL or its clients.

The empanelled agencies will provide all the services covered under this RFP as and when required for a period of 3 years based on the area of participation and tenders floated in this course of time.

Vendors will be empanelled with respect to their area of varied expertise in the participating domains. Vendors can participate in one or all domains depending upon their line of operation & experience. Moreover, the empanelment of agencies shall be purely depending upon the pre-qualification criteria mentioned in section.

These are not competitive bids. These are only empanelment applications. The suitability of the agencies will be ascertained and if found suitable, they would be empanelled based on their experience and their standing in the field. Once the agencies are empanelled, then, sealed bids would be called from them (the empanelled agencies) for providing technical support for implementation of Information Technology Enabled Projects as also e-Governance , Citizen centric projects , supply of Software & Hardware equipment/products and others from time to time and on project-to-project basis in the area deemed fit by UTIITSL.

When the bids would be called, then, the details of the project would be explained to these agencies. If required, by the specific projects, certain additional criteria can be specified during invitation of financial bids. The agencies would be required to competitively bid at that point of time to obtain the contract from UTIITSL.

At that point of time, the bid should be inclusive of all the applicable taxes, Cess and any other outgoing payable to any authority. The rates should be inclusive of any other present or future outgo (for the period of contract) by whatever name called. The Service Tax, ESIC, Provident Fund, GST, if applicable now, or if made applicable in future, would be on account of the agency. TDS as applicable will be deducted by UTIITSL.

However UTIITSL reserves the right to release the assignment directly through an open tender process, if the rates quoted by the agencies are not competitive. Decision of UTIITSL will be final in this regard.

## 7. EMPANELMENT CRITERIA

1. UTIITSL will empanel the successful bidder whose proposal has been determined to be substantially responsive as per the process outlined above. Bidders are required to demonstrate through their response, Presentation (if any) their proven previous expertise in the desired area/category for empanelment.
2. Empanelment of the Vendors will be categorized based on their areas of expertise. TSAs will be entitled to bid for the assignment in their relevant area of expertise only.
3. Empanelled Technical support Agencies will be allowed to bid for only those software assignments which UTIITSL at its discretion determines suitable for procurement through the empanelled software service providers as per RFE.
4. UTIITSL at all-time reserves the right to decide on the procurement of the desired IT Services through various procurement modes like open tender, limited tender,

tendering within empanelled firms, or from firms with whom it has a rate contract or in any manner that it deems fit and in the interest of UTIITSL.

5. Empanelment of agencies does not assure that service contract will be issued to the vendor/vendors. Separate Commercial quotation will be asked from empanelled TSAs and when services will be required and determined to be obtained through the Empanelled software service providers.
6. UTIITSL may at its discretion put additional technical expertise requirement while calling for commercial quotations based on the nature of assignment and its requirements to further shortlist from among the empanelled TSAs.

## ELIGIBILITY CRITERIA

Sr. No	Eligibility Criteria	Documents/Information to be provided in the submitted proposal	Compliance (Yes / No)	Document Attached – Page Number
1	The Agency / Company should be in the field of Information Technology/ IT Consulting / Managed Services business / Supply of IT hardware & Software products/ Data Centre services/ IT Facility management Services/product development/Financial solutions/citizen centric projects for at least last 5 years. **For participation in multiple domains the bidders should submit proofs and credentials for each domain separately for their qualification.	Memorandum & Articles of Association should be attached, and Work orders confirming year and Area of activity/operation/line of Business		
2	The responding Agency / Company should be a profit making company for the last three (3) financial Years as revealed by Audited Accounts / certified balance sheet.	1. Copy of the audited profit and loss account/ balance sheet/ annual report and of the last three financial years. 2. CA Certificate with CA's Registration Number/ Seal.		
3	The responding Agency/ Company should have an average annual turnover of atleast Rs 5 Crores as revealed in Annual Financial Statements reported in India in the last 3 financial years.	Copy of the audited profit and loss account / balance sheet/ annual report of the last three financial years.		

4	Application should be accompanied by Income Tax Returns for the last three assessment years with PAN Number	IT returns and copy of PAN card		
5	The responding Agency should have implemented integrated IT turnkey projects/FMS/e-Governance consultancy services/citizen centric projects/Financial Banking solutions/ software product development/supply of H/w & s/w products for atleast 2 Government clients under each of the selected domains. Documentary proofs to be furnished for each domain separately. **Individual domain experience to be furnished for participation in each/multiple domains.	Work Orders / Completion Certificate		
6	For empanelment of agencies for Supply of IT hardware & Software products, the bidder should be OEM / OEM authorized channel partner/OEM distributor/ reseller of the OEM.	Documentary proof should be attached if bidder is a authorized partner.		
7	The Agency should not be blacklisted by any Banks/PSU/Government/Private organizations	Letter of Undertaking of Non-Blacklisting status to be submitted on the letter head of the company		

## 8. Specific Terms and Conditions

### Authorized Signatory

The selected empanelled bidder shall indicate the authorized signatories who can discuss and correspond with UTIITSL, with regard to the obligations under the Contract. The selected bidder shall submit at the time of signing the contract, a certified copy of the resolution of their Board, authenticated by Company Secretary / proprietor, authorizing an official or officials of the company to discuss, sign agreements/contracts with UTIITSL, raise invoice and accept payments and also to correspond. The bidder shall furnish proof of signature identification for above purposes as required by UTIITSL.

## **Perpetual Empanelment**

The empanelment process under this Public Notice shall be open for those parties who are unable to qualify in the first attempt and for those who could not participate against this notice. Vendors, upon acquiring the requisite PQ criteria can submit their application to UTIITSL, corporate office, Navi Mumbai. Such Vendors can obtain the Tender document from UTIITSL, Corporate Office.

All such, applications shall be processed for empanelment at regular intervals.

## **Correspondence Address**

All correspondence in the execution of orders placed by UTIITSL against this tender shall be addressed to:

To,

The Vice President-IT  
UTI Infrastructure Technology and Services Limited  
UTIITSL Tower, Plot No 3,  
Sector 11, CBD Belapur, Navi Mumbai - 400614

## PERFORMA-1

### RESPONSE TO INVITATION

Date:

To,

The Vice President (IT)  
UTI Infrastructure Technology And Services Limited,  
Plot 3, Sector 11,  
CBD Belapur, Navi Mumbai 400614

Sir,

Sub: Empanelment of Technical Support Agencies for Implementation of Information Technology Enabled Projects

This is with reference to your tender due on . We are interested in getting our Company / firm empanelled in your organization as Technical Support Agencies for Implementation of IT & ITES Projects.

We have read and understood the details as given in the tender regarding the Scope of Work and Terms and Conditions for the selection of vendors for this tender and bidding for the contract.

The tender conditions are acceptable to us. We have been given all the required information from UTIITSL. We have seen the sample of the items. We certify that we are eligible and qualified as per the said Terms. The duly signed copies of the terms are attached herewith.

Thanking you,

Yours faithfully,

Signature of Authorized Person

PAN Number of the agency:

## PERFORMA 2

### PROJECT EXPERIENCE DETAILS

(To be filled for each projects of each domain wherein participations are received)

Name of domain in which participated			
Below details to be filled for each projects of each domain shown as relevant experience			
Client Name			
Client Contact details	Name & Designation	Address	Phone number & email id
Project Title			
Project Description			
Start Date & End Date			
Current Status of the project			
Value of the Project/contract			
Description of the key areas where significant contributions are made for the success of the project			
Agreement/ work order attached	Yes /No		



**PERFORMA 3**

**BID FORM**

1. Name and full address of the Agency/Company/ Organization			
2. Registered Office with full address, Telephone No(s) Fax No(s) Email address Website URL			
3. Income Tax Registration number. (PAN)			
4. Service Tax Registration No.			
5. Whether Public Limited Company or Private Limited Company or any other entity (Give details)			
6. Name and addresses and designation of the persons who will represent the Agency while dealing with the UTIITSL. (Attach letter of authority)			
7. Details of service / support network and infrastructure available in India.			
8. Turnover of the company in lakhs .			
	2013-14	2013-12	2012-11

**PERFORMA-4****(To be submitted on the letter head of the bidder)  
Submission Form**

Date:

The Vice President IT

UTI Infrastructure Technology And Services Limited (UTIITSL)  
Plot No. 3, Sector – 11 CBD Belapur,  
Navi Mumbai 400614 Maharashtra

**Submission of proposal for Empanelment of Technical Support Agencies for Implementation of IT enabled projects**

Sir,

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If we are empanelled as per decision of UTIITSL, only then, we will be allowed to participate in the financial bids.

We hereby confirm our participation in the following domains:

Sr. No.	Heads	Participation (Yes / No)
A	Implementation of IT Projects	
B	Software Product Development Services	
C	e-Governance based consultancy services	
D	IT Infrastructure and Facility Management Services	
E	Access control & Biometric Integrated Projects	
F	Execution of Citizen Centric Projects like Registration of land, Birth/Death certificates, Insurance processing, AADHAR enabled support services & Mission Mode project implementation.	
G	Card Based Projects (including ticketing, passes, driving license, Registration Certificates, Ration Cards, Toll / Fare collection, e-purse, etc.) including applications of smart cards in public utility / areas	
H	Supply of IT Hardware and Software equipment/products	
I	Financial & Banking solutions & products	
J	Managed Data Centre & co-location services	
K	Software/IT Testing for compliance with ISO certifications (Application Security / Functional / Performance / VAPT etc.)	

We are hereby submitting the project specific documents separately as per format specified in the Annexures.

We understand UTIITSL is not bound to accept any proposal they may receive and that the evaluation would be carried out based on the applicable eligibility criteria and the supported specific documents submitted by us. We understand that if empanelled, we would be called for financial bids on projecttoproject basis in the area deemed fit by UTIITSL.

We agree to abide by all the terms and conditions of the empanelment document.

Yours sincerely,

Authorized Signatory [In full and initials]:

Name and Title of Signatory:

Name of Agency:

Address: Location: \_\_\_\_\_ Date: \_\_\_\_\_