



ଜିଲ୍ଲା ପରିଷଦ, କନ୍ଦମାଳ

ପଞ୍ଚାୟତିରାଜ ଓ ପାନୀୟଜଳ ବିଭାଗ

ଓଡ଼ିଶା ସରକାର

ZILLA PARISHAD, KANDHAMAL

Panchayati Raj & Drinking Water Department

Government of Odisha

THROUGH FAX/E-Mail/POST

ZP, KANDHAMAL
Phulbani-762001

Tel:-06842(STD Code)
253696(Off.), 253709(Res)
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E-mail ID:- ori-dphulbani@nic.in

Tender Call Notice No 460 (ORMAS)// Date: 07 / 12 /2023

To

The Deputy Director, Advertisement,
Information & Pubic Relation Department,
Government of Odisha, Bhubaneswar

Sub: Publication of advertisement for Tentage and Allied work of Pallishree Mela,
Kandhamal-2024.

Sir,

With reference to the subject cited above, I am furnishing herewith the copy of
Tender Call Notice for tentage and allied work of Pallishree Mela, Kandhamal-2024.
You are therefore requested to publish the same in any two daily newspapers for wide
publication.

TENDER CALL NOTICE

1. For and on behalf of Govt. of Odisha the undersigned invites sealed tenders in duplicate super scribing the tender notice number and date from reputed potential suppliers, tent houses and electrical decorators of Kandhamal District to take up the tent and allied work of Pallishree Mela, Kandhamal-2024 to be held at Coronation Ground, Phulbani from 5th to 9th Jan, 2024.
2. The detailed Tender Call Notice and Tender Document can be seen and downloaded from www.kandhamal.nic.in.
3. The authority reserves the right to reject any or all the bids without assigning any reason thereof.

CDO-cum-EO,
Zilla Parishad, Kandhamal

Yours faithfully

CDO-cum-EO,
Zilla Parishad, Kandhamal

Copy Communicated to:-

Copy to the DIO, NIC, Kandhamal, Phulbani for information and needful action
with a request to web hoist the detailed advertisement in the District website
www.kandhamal.nic.in immediately.

Copy to DI & PRO, Kandhamal with a request to pursue the matter for early
publication.

CDO-cum-EO,
Zilla Parishad, Kandhamal



Panchayati Raj &
Drinking Water
Department Government
of Odisha

TENDER PAPER
(Tentage & Allied works)
For

Pallishree Mela, Kandhamal-2024

From: 5th to 9th Jan, 2024

Kandhamal Stadium,
Phulbani, Kandhamal

Organized by
District Administration, Kandhamal

Odisha-762001

Tel. Phone No. 06842-253696

DETAILS ON TENDER PAPER, EMD, BIDDER FOR TENTAGE & ALLIED WORK FOR
"PALLISHREE MELA, KANDHAMAL-2024"

The Tender paper can be downloaded from the District website www.kandhamal.nic.in

- A) E.M.D (Refundable) :Rs. 50,000/- (Rupees fifty thousand) only in shape of Demand Draft/Pay order in favour of **Chief Executive, DSMS, Kandhamal** payable at Phulbani.

To be filled in by the bidder.

Demand Daft / Pay Order NoDated...../...../ 2023
(DD/PO to be attached with the Tender Paper)

- B) Last Date & Time for receipt of Tender: 19th Dec, 2023 by 4.00 PM
C) Date & Time of opening of Tenders: 19th Dec, 2023 at 5.00PM at Office of CDO-cum-EO, Zilla Parishad, Kandhamal

B) Address for submission of Tender Paper

Dy. CEO, ORMAS,
O/O-Zilla Parishad, Kandhamal
At/Po-Phulbani
Dist-Kandhamal
Pin-762001

Signature of the bidder



**Terms of Reference to the tender paper for the Tentage & Allied works of
Pallishree Mela, Kandhamal-2024**

Sealed Tender are invited from potential suppliers, tent houses and electrical decorators to take up the below detailed electrical illumination and stall erection works for Pallishree Mela, Kandhamal-2024 to be held at Coronation ground, Phulbani from 5th to 9th Jan, 2024. The evaluation forms & format of Tender completed in all respect should reach the **"Deputy CEO, ORMAS, Kandhamal, O/o-Zilla Parishad, Kandhamal, At/po-Phulbani, Dist-Kandhamal, pin-762001"** on or before dt:19/12/2023 by 4.00 PM by mode of Regd. Post or Speed Post only and shall be opened on ~~same~~ day at 5.00PM in presence of the bidders or their authorized representatives.

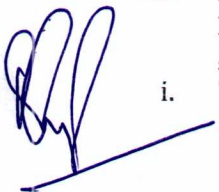
The undersigned reserves the right to reject any or all tenders without assigning any reason thereof.

I. TERMS AND CONDITIONS OF TENDER FOR TENT & ALLIED WORKS

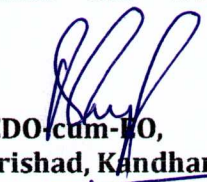
1. The bidders are required to deposit E.M.D of Rs.50,000/- (Rupees fifty thousand only) in shape of Bank draft / Pay Order in favour of "Chief Executive, DSMS" from any Nationalized Bank. The E.M.D. of the successful bidder will be kept with ORMAS, Kandhamal till the completion of the exhibition i.e. for a period of one to two months (2024). In case of any unsatisfactory work, delay in execution of work etc. the E.M.D will be forfeited as per the decision of the authority. Tender papers without E.M.D shall not be accepted.
2. Experience of having successfully **completed similar works (Exhibition) during last ten years** ending last day of the month previous to the one in which application are invited should be either of the following.
 - a. Three Similar [Exhibition works for National/ State/ District Level Exhibitions] completed works/ Assignments costing not less than the amount equal to Rs4.00Lakhs **(Rupees Four Lakhs.) OR**
 - b. Two similar [Exhibition works for National/ State/ District Level Exhibitions] completed works/ Assignments costing not less than the amount equal to Rs 6.00Lakhs **(Rupees Six lakhs) OR**
 - c. One similar [Exhibition work for National/ State/ District Level Exhibitions] completed works/ Assignments costing not less than the amount equal to Rs.10.00Lakhs **(Rupees Ten Lakhs.)**
3. The bidders should have registered his firm under Good & Service Tax (GST).
4. The rate offered by the firm shall be inclusive of all taxes and duties including Service Tax.
5. The duration of the exhibition will be for 5days. In case of any extension of Mela period, no extra payment will be entertained for the additional days. All the desired works should be completed at least one day before the scheduled date and time of the inauguration of exhibition and should be handed over all the works as per specification, to the in-charge of exhibition. In case of non completion of desired works before one day of exhibition, 20% of the total amount of Tentage and Allied work will be deducted.
6. Individual price bid should be submitted for each item.
7. The bidder has to quote the rate as per the given format.
8. On completion of the exhibition, the contractor shall have to take away all the materials within seven days & vacate the place with the same condition while occupying the ground.



9. The contractor should be prepared to provide additional materials in case of requirement at the market price for the items not mentioned in the tender.
10. The final payment will be made on the basis of the actual work done and Work Assessment Report in the specified format by the Mela-in-charge. The contractor shall not use any additional materials other than the work specified in the work order without the prior permission of the Mela-in-charge. In case of any additional requirement, the contractor has to take the prior written permission from the Mela-in-charge.
11. The bidder along with manpower and the committee formed by the mela-in-charge should do a proper assessment and the actual work done during the mela period.
12. Bidder will be responsible for upkeep and safeguarding of the entire work done by him till the closing of the exhibition. ORMAS will not be responsible for any breakage, damage, fire, theft etc. of his materials and insurance if any.
13. No part of the contract will be sub-let without the prior written permission of the Mela-in-Charge.
14. For convenience and effective delivery, the tender is to be treated as a package of services. Evaluation of the competitive bidding price will be made taking into account the total amount calculated on each items.
15. It shall be the responsibility of the service provider/contractors to obtain requisite permission for electricity connection / fire services for the exhibition period from statutory bodies. The bidder has to supply the fire protection equipment like extinguisher as per the requirement of each mela duly certified by the Fire Officer of the concerned area and adhere to the fire safety norms.
16. The bidder has to treat the materials to be used in Tentage work (like - Cloths), with Fire Repellant, Chemicals. This work has to be certified by the concerned district fire officer.
17. In regard to electrical fittings etc. the contractor shall have to engage qualified licensed electrician/contractor entitled to erect, handle and maintain high tension supply line and its up keep and maintenance.
18. The authority is not bound to accept the lowest tender and reserves the right to inspect / verify the stock of materials required for this work, in Go-down of bidders by nominating a Committee to ascertain the credibility of the firm.
Further, the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
19. The bidder or the representative of the bidder must attend the opening event of the tender with all original documents /papers for verification, failing which the bid will be deemed for rejection.
20. The rate offered by the firm shall be including of all taxes and duties, as applicable.
21. The L-1 bidder will be selected on the basis of lowest total amount quoted by the bidder. Further, L-1 bidder will be selected subject to negotiation of price.
22. The item wise quantities specified in the tender paper are indicative in nature. There may be changes as per the requirement. In such cases, the per unit cost will be taken into consideration.
23. **The bidder is to submit self-attested photocopies of the required documents with duly filled in tender paper. The documents to be submitted by the bidder are:**
 - i. Tender paper downloaded from the district website i.e. www.kandhamal.nic.in.



- ii. Tender in the prescribed format along with all relevant documents (self-attested) duly filled in should be sent in sealed cover super scribed as **"Tender for Tent & Allied work of Pallishree Mela, Kandhamal-2024"** to **"The Dy. CEO, ORMAS, Kandhamal, O/O-DRDA, Kandhamal, At/Po-Phulbani, Dist-Kandhamal, Pin-762001"** through Registered post/speed post only. Tender received after due date/sent through other means of communication will not be entertained.
- iii. EMD of Rs. 50,000 /- (Rupees fifty Thousand only) in shape of Bank Draft or Pay Order drawn in favour of **Chief Executive, DSMS, Kandhamal**.
- iv. Work order in support of Experience of having successfully **completed similar works (Exhibition) during last ten years** ending last day of the month previous to the one in which application are invited should be either of the following.
 - a) Three Similar [Exhibition works for National/ State/ District Level Exhibitions] completed works/ Assignments costing not less than the amount equal to Rs.4.00Lakhs **(Rupees four lakhs.) OR**
 - b) Two similar [Exhibition works for National/ State/ District Level Exhibitions] completed works/ Assignments costing not less than the amount equal to Rs. 6.00Lakhs **(Rupees six lakhs) OR**
 - c) One similar [Exhibition work for National/ State/ District Level Exhibitions] completed works/ Assignments costing not less than the amount equal to Rs.10.00Lakhs **(Rupees ten lakhs)**
- v. The bidder should enclose PAN, GST Registration and up to date GST clearance certificate.
- vi. The bidder has to submit the Audited Financial Statement of last three years duly attested by the Chartered Accountant as proof of the annual turnover.
- vii. Average Annual Turnover should be at least Rs. 30.00 Lakhs in last three year as on 31.03.2023.
- viii. Self-attested photocopy of valid electrical license from Competent Authority or authorization from any registered electrical contractor for execution of electrical work. In case of authorization from any registered electrical contractor, the self-attested copy of the valid electrical license of contractor has to be submitted.
- ix. The last date for submission of tender with all relevant documents is **19/12/2023** by **4.00PM**. The tender will be opened on **same** day at 5.00PM in the office of CDO-cum-EO, Zilla Parishad, Kandhamal.
- x. Non availability/Non-producing of any of the required document liable for rejection of the complete bid.
- xi. Further the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof.
- xii. The tender paper may be downloaded from District NIC Website (Kandhamal.nic.in)


CDO-cum-EO,
Zilla Parishad, Kandhamal

07/12

II. SPECIFICATION FOR WORKS

Following works will be required to be taken up:

- A. Stage
- B. Gate
- C. Erection of stall
- D. Coordination Cell -Cum-VIP Lounge:
- E. Green room
- F. Sitting arrangement in front of the stage
- G. Ground Electrification
- H. Generators
- I. Road Cross Flat Gate
- J. Tentage for fooding.
- K. Miscellaneous items:

Detailed specification of above mentioned works are given below:

A: STAGE ARRANGMENT

Sl No.	Particulars	Work Specification
i.	Stage back drop (Thematic)	40ft X 15ft
ii	Stage truss (four sided)	40ft X 16 ft
iii	LED in back drop	20ft X 10 ft
iv.	Sound	JBL VRX (100 watt to 400 watt-8 Pcs. JBL VRX LOW- 8 Pcs Side fill- 2 Pcs JBL Top Delay- 6 Pcs Mixture- 1 Pc. Cordless and corded microphone- 6 Pcs Stand Microphone- 10 pcs. Podium, Collar Microphone, other- 2 Pcs Audio Mixture- 1 Pc. Funnel- 1Pc.
v.	Light	SHARPY- 16 Pcs. PALCO- 40 Pcs. Paracane-64-15 Pcs. Metal Lights- 1Pc Light Mixture- 1 Pc Cool Fire- 2 Pcs Blasting- 1 Pc Smoke- 4 Pcs Avolite- 1 Pc Blinder- 4 Pcs



B: GATES-

Following are the specifications for erection of gates at the entrance of mela ground.

Sl No.	Particulars	Category-A (Flex Box gate)	Category-B (3D Design gate)
1.	Structure	Bamboo Structure, Wooden Batten Framing, box type structure	Artistic 3D structured gates as per given design made up with bamboo, ballha covering with batten framing & thermocol sculptures, threads with plaster paris coated, digital colour paint and any other materials may be used to get original effect of Dhokra Craft as per design.
2	Size	Pillars height will be 12' to 14' with 16' cleared width of pillar will be 4' all around	Same as Category-A
3	Covering	Gate should be erected with batten framing, flex/cotton cloth mounting with design work as per approved design.	Gates should be fabricated with Ply, batten frma, plaster of paris with thermocol sculptures etc.
4	Lighting	Sufficient lighting arrangement with metal light	Same as Category-A
5	Anti Fire Chemical Treatment	The materials like clothes and other inflammable materials to be used for erection of gates, should be treated with fire repellant chemical.	Same as Category-A
In case of requirement of flex, design and printing work of flex will be done by the bidder for design of gates.			

C: ERECTION OF STALL

The details of specifications are given below.

Sr.	Particulars	Stall Category
1	Structure	Bamboo (3 to 6 inch) & structure, Size of each stall -10' X 10' with tarpaulin water proof roofing.
2	Flooring	Full flooring Coir Matting. Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of stall will be covered with white cloth. Backside outer wall will be covered with tarpaulin and Tin Asbestos Sheets . The Asbestos Sheets shall be fixed horizontally supported with wooden bellies. (ALL NEW WHITE COTTON CLOTHES TO BE USED)
4	Racks	Three tire racks. The shelf of the racks will be of size 1'6" X 10' with the first layer fixed at a height of 2'6" & covered with white cloth. The space below racks will be used for storage of goods.
5	Fan	Ceiling fan to be fixed in each stall looking towards the summer season.
6	Facia	A wooden batten frame for Running Facia will be erected. The frame will have 2' front projection & 4' height. The facia will be covered with cloth/flex. A running white cloth jhallar of 1' width will be put in the

		front side, below to the fascia frame.
7	Furniture	Front counter table in wooden batten and planks / steel table size 8' x 2' X 3' height and wrapped with new white cotton cloth. Plastic moulded Chair - 2 nos.
8	Electric Fittings	T5 Light - 3 no. (2 number of light should be connected with generator) & an on/off switch for use in night time after closing, Ceiling Fan - 1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point, if required.
9	Numbering of Stall	All stalls should be numbered with vinyl with sun board. Vinyl name plate mentioning District's name should be pasted on each stall.
10	Closures	Front cloth drops/screens. Daily putting up and off of the same is the responsibility of the bidder.

D. COORDINATION CELL -CUM-VIP LOUNGE:

One Coordination Cell -cum- VIP Lounge will be erected near green room with stall- **ONLY NEW COTTON CLOTHES SHOULD BE USED.**

The bidder has to be quoted as a **package** against the detail specifications given below:

Sr.	Particulars	Work Specifications
	Design	Will be provided before 7 days of Mela.
A	Structure	Bamboo <i>Bala</i> with tarpaulin covering. The design structure should be covered with batten framing & cloth of appropriate colour.
B	Size	40 ft X 40 ft.
C	Ceiling & Wall	Ceiling of Coordination Cell shall be finished with white Cotton Cloth properly stretched on wooden batten frames. The control room will be separated in to 4 individual rooms of different sizes to be used as office, waiting space, VIP lounge and store with the cloth and wooden batten frame work walls/partitions. In case of necessary the outer wall may be covered with flex.
D	Counter	One long table covered with new cotton cloth will be fixed in the office room. One window of minimum size 5' X 4' will be on the wall of office room towards the counter.
E	Flooring	Wooden plank platform of 1' height & full Floor synthetic Matting.
F	Furniture	Front office counter table either in wooden batten frame and ply wood/steel tables with attractive shapes -3 no., 10 no. of revolving cushion chairs, 3 sets of steel sofa set for VVIPs (for 16 persons), 4 no. of center table of low height, 10 no. of glasses with cover, 4 no. of waste bin basket, 20 no. of plastic moulded chairs, one steel almirah with key, one water filter and two steel tables for pantry room & two standard table for computer operation.
G	Electric Fittings	Tube Light - 10 no. , Ceiling Fan - 4 no., 4 no of sound less pedestal fan, 1 white Mercury light (100 watt) (to be connected with an on/off switch in the each room, 6 no. of 5 Amp Plug, 2 no. 15 Amp. Plug provisions for computer, printer, scanner & LCD projector. Other decorative light like hanging chandelier (<i>jhaada</i>) etc.
H	Sound System	One audio DVD/CD player and one microphone with amplifier for public announcement. The speakers be fitted in such a manner that the announcement should cover to entire ground.
In case of requirement of flex, design and printing work of flex will be done by the bidder for design of Coordination Cell-cum-VIP lounge.		

E. GREEN ROOM

The details of specifications are given below.

Sr.	Particulars	Green Room Category
1	Structure	Bamboo (3 to 6 inch) & structure, Size of each stall -15' X 10' with tarpaulin water proof roofing in both sides of Stage
2	Flooring	Full flooring Coir Matting. Wooden plank platform of 6" height from the ground covering with synthetic matting in entire stall area.
3	Ceiling & Wall	Three sides including partition walls of Green Room will be covered with white cloth. Backside outer wall will be covered with tarpaulin and Asbestos Sheets . The greenroom gates will be covered with cloth/flex as per requirement.
4	Electric Fittings	T5 Light - 3 no. (2 number of light should be connected with generator) & an on/off switch for use in night time after closing, Ceiling Fan - 1 no. connected with an on/off switch in each stall. 1 no. of 5 Amp Plug Point, if required.
5	Closures	Front cloth drops/screens.
In case of requirement of flex, design and printing work of flex will be done by the bidder for design for Green Room.		

F. SITTING ARRANGEMENT IN FRONT OF THE STAGE

The minimum distance of 15 feet from stage to auditorium will be maintained. The bidder has to be quoted as a **package** against the detail specifications given below:

Chair	Two thousand (2000) no. of plastic moulded chairs, 20 no. of steel double sofa with white cover, 5 single sofa with white cover, 15 numbers of tea poi with white cover.
Barricading	Three feet (3') height fabricated barricade will be made in the two sides of audience sitting area.
Matting	Green net matting in sitting area.

G. GROUND ELECTRIFICATION

The below mentioned items are taken as a **PACKAGE** which shall be supplied by the bidder for Pallishree Mela, Kandhamal-2024. The quantities of the items are statutory /fixed in the package. The Package includes the below mentioned items and concealed wiring to all lights and sound equipments.

- Main Switch Board/Panel Board up to 250 KW electric load with cabling & wiring.
- Adequate speakers shall be fitted in the exhibition premises for surround Sound.
- 40 no. of Halogen Light (500 watt) along with wiring/ fitting poles
- 35 no. of Halogen Light (1000 watt) along with wiring/fitting poles
- 15 no. of white Halogen light along with wiring /fitting poles.
- 10 no. of flood lights shall be fitted in and around back side of the stalls for security purpose.
- 150 no. Globe lights/ Garden Lights with stand (3' height) with wiring.
- 200 no. Applique hanging lampshades along with bulb fittings and wiring. The applique lamp sheds will be placed at the branches of big trees inside the exhibition premises/closed to the premises.

H. GENERATORS:

Silent Generator set with required, fuel shall be provided by the bidder for the entire exhibition period. The bidder should always be prepared for uninterrupted power supply for the exhibition. The generator circuit should be connected with two T5 lights



of each stall, few ground lights, control room and public announcement system. The requirement of Generator Set will be of 60.0 KVA.

I. ROAD CROSS FLAT GATE:

The detail specification is given below.

Sr.	Particulars	Road Cross Flat Gate Category
1	Structure	Bamboo (3 to 6 inch) & structure, Size of each gate, 10 ft height, 20 ft length. All sides of gate will be covered with white cloth.
2.	Flex	Design & Printing of flex displaying date and time of Kandhamal Mahotsav and Pallishree Mela-2024.

J. TENTAGE FOR FOODING

Tent will be erected for fooding of participants and officials of Pallishree Mela, Kandhamal-2024. The details of specifications are given below.

Sr.	Particulars	Specification
1	Structure	Bamboo (3 to 6 inch) & structure, Size of tentage- 50ft X 30 ft.
2	Flooring	Green net matting in entire area.
3	Ceiling & Wall	Ceiling with white Cotton Clothes. Three sides of the Room will be covered with new clothes.
4	Electric Fittings	T5 Light - 10 no, Ceiling Fan - 4 no. connected with an on/off switch. 3 no. of 5 Amp Plug Point, if required.
5	Furniture	Tables either in wooden batten frame and ply wood/steel tables with attractive shapes -10 nos, 30 no. of plastic moulded chairs. Fixing of wash basins for washing of hand after taking food- 5 nos. sufficient water connection to be provided to wash basins.

K. MISCELLANEOUS ITEMS:

Besides works from item No. A to H, following items may be required as per need. Bidder is to quote their unit price in quotation part for supply of the same as per the indent.

S. N	Items	Qty. required
1	Bed Set (Bed & Pillow with Cover)	100 pcs.
2	Durry (15' X 15')	10 pcs.
3	Dustbin- 3 ft height	100 pcs.
4	Decorative Flower / Plant Pot	500 pcs.
5.	Tree light for decoration of trees inside the ground	200 Pcs

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by the official. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

**Signature of the Bidder
with seal**

Place:

Date :



**Tender for Tentage work & Allied Activities of Pallishree Mela,
Kandhamal-2024 at Coronation Ground, Phulbani from 5th to 9th Jan, 2024**

(The last date for submission of duly filled in tender document is 19/12/2023 by 4.00 PM)

To

**The CDO-cum-EO,
Zilla Parishad, Kandhamal.**

Sir,

I / We do hereby submit item wise quotation below for Tentage & allied works of Pallishree Mela, Kandhamal at Coronation Ground, Phulbani for the year 2024.

Sr.	Item	Unit	Cost per unit	Required Qty. in units	Total Amount [in Rs.]
A	Stage	Per Package		1	
B	Gates	Per Gate		3	
C	Erection of stall	Per Stall		200 stalls	
D	Coordination Cell -Cum-VIP Lounge	Per package		1	
E	Green Room	Per Unit		2	
F	Sitting arrangement in front of the stage (Single Package)	Per package		1	
G	Ground Electrification	Per Package		1	
H	Silent Generator (60 KVA)	Per Package		1	
I	Road Cross Flat Gate	Per Unit		6	
J	Tentage for Fooding	Per Package		1	
K	Miscellaneous items:				
1	Bed Set (Bed & Pillow with Cover)	Per set		100 Pcs.	
2	Durry (15' X 15')	Per Piece		10 Pcs.	
3	Dustbin- 3 ft height	Per Piece		100 Pcs.	
4	Decorative Flower / Plant Pot	Per Piece		500 Pcs.	
5	Tree light for decoration of trees inside the ground	Per Piece		200 Pcs	
Gross Total					

(Rupees.....) only

**Signature of the Bidder
with Seal**

