

NATIONAL INSTITUTE OF FASHION TECHNOLOGY
(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

NIFT, HEAD OFFICE, HAUZ KHAS, NEW DELHI - 110016

1351(01)/NIFT/Pur-HO/Indiasize Project/Capital Items/2018/2019

TENDER DOCUMENT
FOR
THE SUPPLY OF ANTHROPOMETER
KITS FOR INDIASIZE PROJECT
(HEAD OFFICE)

Time Schedule for Tender Process:

Date & Time of Publication of Tender notification on official website / e-Portal / CPP Portal	12/07/ 2019 (Friday) at 3.00 P.M.
Download of Tender Document Commence from	12/07/ 2019 (Friday) at 4.00 P.M.
Last Date & Time for submission of e-tender document	05/08/2019 (Monday) at 10.30 A.M
Date and Time of the Opening of Technical Bids	05/08/2019 (Monday) at 11.00 A.M
Date and Time of the opening of Financial Bids	Will be notified to the technically qualified Tenderes

Note: This tender document contains 15 pages (Total no. of pages including Annexures) and Tenderers are requested to submit the signed all the pages.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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**Sub: Notice Inviting for Tender Enquiry for Supply of 03 nos. of Anthropometer Kits for
INDIAsize Project (Head Office)**

1. ABOUT NIFT:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology.

NIFT provides fashion business education across the country through its network of 16 campuses. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion.

NIFT has its Head Office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raebareli, Shillong and Srinagar.

2. NOTICE INVITING TENDER:

- (a) Tenders are invited from the suppliers for supply of **03 Nos of Anthropometer Kits for INDIAsize Project (Head Office)** as per details of specifications are attached at **Annexure – III**.

3. Process of Online Registration & Submission of Bids :-

- (a) The interested vendors should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> from **12/07/2019 (Friday) to 05/08/2019 (Monday) upto 10.30 A.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e <https://nifttenders.eproc.in> / <http://www.nift.ac.in>.
- (b) Applications to this tender will be accepted only through the online mode through <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.
- (c) For applying online, the vendors should get itself registered at <https://nifttenders.eproc.in> by paying online.

Please note that

- i) The bidder needs to mention his Company Name, Address, User ID to register.

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- ii) Registration Charges of **Rs. 2000/- + 360/- (18% GST) = Rs. 2,360/- (Two Thousand Three Hundred Sixty only – Non refundable are to be borne by Seller).**
- iii) Bid Processing Fee charges of **Rs. 720/- + 130/- (18% GST) =Rs. 850/- (Eight Hundred and Fifty Only, non refundable).**
- (d) The tender document can be downloaded from the NIFT's official website i.e. www.nift.ac.in and also from e-portal i.e. <https://nifttenders.eproc.in>
- (e) The basic requirements for registration and applying for tender online are as under:
- i. Operating System should be Windows 7.
 - ii. Java version: Java 8 update 25.
 - iii. Internet Explorer 8 and above.
 - iv. All java add-ons must be enable in the system.
 - v. Use Class III B Digital Signature Certificates (DSC) having Signing and Encryption both.
- (f) The bidder should ensure that it complies with the above requirements before applying for tender upto **05/08/2019 (Monday) upto 10.30 A.M.**
- (g) EMD cost of **Rs. 45,000/-** (as per annexure – I) in form of DD/FD receipt from a Commercial Bank/Bank Guarantee (Format enclosed at Annexure – IV) receipt from a Commercial Bank in favour of NIFT, payable at New Delhi shall be submitted in sealed envelope super scribing “**Supply of 03 Nos. Anthropometer Kits**” and addressed to Purchase Officer, **NATIONAL INSTITUTE OF FASHION TECHNOLOGY**, Head Office, 2nd Floor, B Block, NIFT Campus, Near Gulmohar Park, Hauz Khas, New Delhi – 110016. The sealed envelope must be reached at NIFT Campus, Hauz Khas, New Delhi – 16, Head Office only on or before **05/08/2019 (Monday) upto 10.30 A.M.** The bidder shall also submit the EMD online in NIFT account as per bank details given below : -

Name of Beneficiary : **National Institute of Fashion Technology**

Bank : **Union Bank of India, Yusuf Sarai Branch, New Delhi 110016**

IFSC/RTGS Code : **UBIN0534064**

Saving Bank A/c no. : **340602050000022**

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On line Technical bids will be opened on the same day i.e. **05/08/2019 (Monday) at 11.00 A.M.** in presence of such vendors who may wish to be present, either by themselves or through their authorized representatives.

- (h) On line submission of technical bid contained in prescribed Performa as per **Annexure - I** along with scanned copies of demand draft / FD / BG (Format enclosed at Annexure – IV) / online (bank details are mentioned above) of Earnest Money Deposit of **Rs. 45,000/- (Rupees Forty Five Thousand Only)** (refundable but non-interest bearing) in favour of **NATIONAL INSTITUTE OF FASHION TECHNOLOGY** and payable at New Delhi with all relevant documents. On line financial bid may be submitted / filled only as per **Annexure – II**.
- (i) The online financial bid will be open on the date which will be communicated to only those bidders who will be found to be technically qualified after evaluation of technical bids.
- (j) **The interested bidders are advised to read carefully the entire tender document before submitting their tender and the tender document not received online in prescribed format and/or are found incomplete in any respect will be summarily rejected.**
- (k) In case of any further clarification required relating to this tender, the same can be sought from the following officers of NIFT :-
- Assistant Director (Purchase), National Institute of Fashion Technology, Head Office, Near Gulmohar Park, Hauz Khas, New Delhi – 110016. Phone No. 011-26542071 / 26542176 and e-mail id : purchase.ho@nift.ac.in
 - Mr. Sandeep Bhandari, service provider for online submission of the tender on e-portal & CPP Portal, Mob. No.: 8826814007, e-mail ID - sandeep.bhandari@clindia.com, Landline no. 0124-4302033/36/37 & another e-mail ID : niftsupport@clindia.com

4. SELECTION CRITERIA :-

The selection of L1 bidder will be as per following terms & Conditions:

Technical Bid: (As per Annexure - I)

The financial bid will be opened only of those bidders who will qualify technical bid.

Financial Bid: (As per Annexure – II)

The online financial bids (As per **Annexure II**) of only those bidders who qualify in technical evaluation will be opened and evaluated by the Bid Evaluation Committee. The date and time of opening the financial bid will be communicated to all the technically qualified bidders separately through e-mail/phone and contract will be awarded to the L1 bidder after evaluation of the financial bids.

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5. DOCUMENTS REQUIRED:

Tender shall be accompanied by the relevant documents with Technical Bid (**Annexure-‘I’**) duly certified by authorized representative of the firm:-

- i) The proof of Annual turnover at least **Rs. 20 Lakhs** and above per year for the last two years 2016-2017 and 2017-2018 in the form of the Audited Financial Statement duly certified by Chartered Accountant (Submit Scanned copy online).
- ii) A list of organizations where the supplier has currently provided / has supplied the items covered in the tender document (Submit Scanned copy online).
- iii) Copy of Registration Certificate in support of GST Nos . & Copy of PAN No. & Validity etc. (Submit Scanned copy online).
- iv) The EMD of **Rs. 45,000/-** in the form of Demand Draft / FD receipt from a Commercial Bank/BG (Format enclosed at Annexure – IV) receipt from a Commercial Bank/ online (bank details are mentioned above) in favour of NIFT payable at New Delhi (Submit Scanned copy online and hard copy also submit in sealed envelope).
- v) Those bidders who are exempted from paying EMD cost shall submit the certificate issued by the concerned department like – “NSIC” (Submit Scanned copy online).
- vi) The bidder shall have to declare that he has not been debarred from participation in tender anywhere in NIFT HO & its Campuses & any Government Department/Public sector undertaking (as per Annexure – V) (Submit Scanned copy online).

6. TERMS & CONDITIONS:

1. The Technically qualified bidders will be intimated through phone/e-mail.
2. The rates must be valid for **6 months** from the date of the tender.
3. The tenderers must enclose adequate documents to prove their authorization claims and if not NIFT reserve the right to accept or reject tenders of those agencies. The decision of the NIFT will be final and shall be binding on tenderers.
4. In the absence of required EMD, bid shall be deemed to be invalid & will be rejected by NIFT. Those bidders who are exempted from submission of EMD, they have to submit scanned copy of requisite certificate issued by the concerned authority like – “NSIC”. No interest shall accrue to this deposit which will be returned after completion of the work and after adjusting dues, if any.
5. The Earnest Money Deposit of the successful tenderer shall be forfeited if the tenderer:
 - (a) Withdraws tender offer before finalization of the same.
 - (b) Fails to accept the tender, if his/their tender is accepted by NIFT Head Office
 - (c) Fails to deposit the security deposit within stipulated time limit.

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6. The Anthropometer Kits will be supplied at NIFT Campus, New Delhi (free delivery) as per the specifications within **15 days** after receipt of our supply order.
7. Bidder at the time of final order will have to furnish Security Deposit @ **6% of supply order value** (refundable but non-interest bearing) in form of Demand Draft / Fixed Deposit receipt from a Commercial Bank / BG (Format enclosed at Annexure – VI) receipt from a Commercial Bank/ online (bank details are mentioned above) in favour of NIFT payable at New Delhi.
8. The amount of security deposit (refundable) without any interest thereon will be returned to the bidder after successful supply/installation and training on the Anthropometer kits.
9. The date of demand draft will be after the publication of this tender.
10. The bids should be valid in the case of all the tenders for at-least **six months** from the date of opening of the tender. In case of the successful bidder, rates quoted shall be valid for the entire period till the supplies are completed.
11. National Institute of Fashion Technology reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid.
12. NIFT will in no way be responsible for any default with regard to any statutory obligation and the supplier will indemnify NIFT in case of any damage or liability, which may arise on account of action of the supplier.
13. Conditional Bids/Vague offers like “Duties as applicable” shall not be considered.
14. Free Delivery to NIFT – Head Office is required to be completed within **15 days** after receipt of Supply Order and delivery should strictly be in accordance with the terms & conditions of the tender.
15. The **90%** payment will be made after delivery of Anthropometer Kits in good condition & as per specifications and receipt of Satisfactory Installation Report duly signed by the Project Co-ordinator of INDIAsize Project and on production of original Invoice/Bill. The balance **10%** payment will be made after training of members of INDIAsize Project and receipt of the training report duly signed by Project Co-ordinator (INDIAsize Project).
16. **A Penalty of Rs. 500/- per day subject to maximum of 10% of the bill on account of delayed supply of the material will be charged.**

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(Full Signature with Stamp of the Tenderer)

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17. It is the responsibility of the bidder to read all terms & conditions of this tender carefully before filling the tender.

18. **Conciliation/Arbitration**

- a. If any dispute (s) or difference (s) of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution & settlement through a Committee appointed by DG – NIFT.
- b. In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to & settled by the sole Arbitrator to be appointed by DG – NIFT.
- c. The Arbitration proceedings shall be in accordance with the prevailing Arbitration & Conciliation Act, 1996 & Laws of India as amended or enacted from time to time.
- d. The venue of the Arbitration shall be New Delhi.
- e. The Arbitrator will give the speaking & reasoned award.

19. **Applicable Law & Jurisdiction:**

All matters connected with this shall be governed by the Indian Law both substantive & procedural for the time being in force & shall be subject to the exclusive jurisdiction of Indian Court at Delhi.

20. NIFT reserves the right to annul the bidding process at any time period to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of NIFT action.

All papers of the Tender Document will be signed and Stamped by the bidder.

Yours faithfully

(Vikram Verma)
Assistant Director (Purchase)
Head Office
Ph: 011-26542071

Encl. As above.

I accept the above terms & conditions

(Full Signature with Stamp of the Tenderer)

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Technical Bid for Supply of 03 Nos. Anthropometer Kits for INDIAsize Project (Head Office)

To be submit through online only

1. Name of the Company/Firm :
2. Name of Authorized Person
(Who signs on the tender document) :
3. Office Address :
4. Phone No. :
5. e-mail address :
6. Mobile No. :
7. Fax No. :

Eligibility Criteria for Selection:-

S No.	Document to be submitted	Proof Required
1.	The proof of Annual turnover at least Rs. 20 Lakhs and above per year for the last two year 2016-2017 and 2017-2018 in the form of the Audited Financial Statement duly certified by Chartered Accountant.	(Submit Scanned copy online)
2.	A list of organizations where the supplier has currently provided/ has supplied the items covered in the tender document.	(Submit Scanned copy online)
3.	Copy of Registration Certificate in support of GST No. & copy of PAN No.& Validity etc.	(Submit Scanned copy online)
4.	The EMD of Rs. 45,000/- in the form of Demand Draft/FD/BG (Format enclosed at Annexure – IV) receipt from a commercial Bank/online (bank details are mentioned above) in favoring of NIFT, payable at New Delhi.	(Submit Scanned copy online & Hard Copy also submit in sealed envelope)
5.	Those bidders exempted from to pay EMD cost, submit the certificate issued by the concerned department like – “NSIC”.	(Submit Scanned copy online)
6.	The bidder shall have to declare that he has not been debarred from participation in tender anywhere in NIFT HO & its campuses & any Government Department/Public sector undertaking (submit as per Annexure – V)	(Submit Scanned copy online)

All papers of the Tender Document will be signed and Stamped by the bidder.

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

Contact No.:-----

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

Financial Bid for Supply of 03 Nos. Anthropometer Kits for Indiasize Project (Head Office)

NIFT Head Office GSTIN. - 07AAATN2067J1ZI

S No.	Name of the item	Qty	Specifications	Unit Price in Rs.	GST in %	Total Price including GST in RS.
1.	Anthropometer Kits	03 Nos.	As per Annexure - III			
	Total Amount in words,					

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

Contact No.:-----

I accept the above terms & conditions

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Specifications of the Anthropometer Kits

Anthropometry equipment is required for manual body measurements of the subjects prior to the 3-D scans. It will help in validation of measurements of the body dimensions of the subject. The Anthropometric kit includes a number of equipment such as anthropometer and callipers. Apart from it, we will be requiring portable stadiometer for height measurement and steel tape for girth measurement of the subjects.

The technical specifications of the anthropometry equipments required for the project are as mentioned in table.

Sr. No.	Name of the equipment	Quantity required	Technical Specifications
1	Anthropometer	03 (Three Anthropometer)	<ul style="list-style-type: none"> • Ability to provide a direct and accurate reading, to the nearest millimetre. • Range - 50 mm to 570 mm. • Constructed of light alloy anodised. • The sliding member should operate via miniature ball-bearing rollers in order to ensure a movement which is free yet without cross-play • Each instrument to be supplied in a well made carrying case, complete with straight and recurved branches, a spare counter and beam extensions for the measuring of heights of up to two metres.
2	Skinfold Caliper	03 (Three Skinfold Caliper)	<ul style="list-style-type: none"> • Range from 0-100 mm • Capable to provides • Precise measurement
3	Portable Stadiometer	6 (Six stadiometers)	<ul style="list-style-type: none"> • Maximum Height - 2.1 Mtrs. • Least Count - 1.00 mm. • Material - PVC or fibre.
4	Steel Tape	18 (Eighteen tapes)	<ul style="list-style-type: none"> • Length - 200 cm. • Blade width - 6 mm. • Least count - 1 mm. • Chrome metal case Non stretchable Steel tape • Auto-retraction • Capable of showing diameter inches to millimetres

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(Full Signature & Stamp of the Tenderer)

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BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas.....
.....

(hereinafter called the “tenderer”)

has submitted their offer datedfor **Procurement of 03 nos. Anthropometer Kits.**

(hereinafter called the “tender”)

against the purchaser’s tender enquiry No. **1351(01)/NIFT/Pur-HO/Indiasize Project/Capital Items/2018/2019** KNOW ALL MEN by these presents that WEof.....
having our registered office at are bound unto **National Institute of Fashion Technology**

(hereinafter called the “Purchaser”)

in the sum of -----for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 2019

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity : -
 - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
 - b) Fails or refuses to accept / execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

.....
(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, Name & Address of the Bank and Address of the Branch

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)
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Sub: Undertaking/Acceptance of Terms & Conditions of Tender.

Tender Bid No.1351(01)/NIFT/Pur-HO/Indiasize Project/Capital Items/2018/2019

1. I / We have downloaded/obtained the tender document(s) for the above mentioned 'Tender' from the website(s) / portal namely:-<https://nifttenders.eproc.in>
2. I / We hereby certify that I / We have read entire terms and conditions of the tender document from Page No. 01 to 15 (including all annexures) and I / We shall abide by the terms / conditions / clauses contained therein.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s).
4. I / We do hereby declare that our Firm has not been blacklisted / debarred by anywhere in NIFT- Head Office & its Campuses and any Government Department / Public sector undertaking.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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Bank Guarantee Format for Furnishing Security Deposit

1. In consideration of National Institute of Fashion Technology, having its Head Office at NIFT Campus, Near Gulmohar Park, Huaz Khas, New Delhi – 110016

(hereinafter referred to as NIFT which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to-----with its Registered / Head Office at -----(hereinafter referred to as the ‘Contractor’ which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a contract by issue of NIFT’s Letter of Intent No.-----dated-----and the same having been unequivocally accepted by the contractor resulting in a ‘Contract’ bearing No.-----dated-----valid at Rs.------(Rupes-----only) for -----and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to Rs.------(Rupees-----value of the contract to NIFT, we -----having its Head Office at pression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), do hereby guarantee and undertake to pay NIFT, on demand any and all money payable by the Contractor to the extent of Rs.------(Rupees-----only) as aforesaid at any time upto without any demand reservation contest, recourse for protest Bank shall be conclusive and binding notwithstanding any difference between NIFT and Contractor or any dispute pending before any Court, Tribunal or any other authority.

2. We, the -----Bank undertake not to revoke with guarantee during its currency without previous consent of NIFT and further agree that the guarantee herein contained shall continue to be enforceable till NIFT discharges this guarantee or -----which is earlier.
3. NIFT shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance of the contract by the Contractor. NIFT shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor, and to exercise the same at any time in any manner and either to enforce or two forbear to enforce any covenants, contained or implied, in the Contract between NIFT and the Contractor or any other course or remedy or security available to NIFT. The Bank shall not be released of its obligations under this guarantee by any exercise by NIFT of its liberty with reference to the matter aforesaid or any of them or by reseason of any other acts of omission or commission on the part of NIFT or any other indulgence shown by NIFT or by any other matters or thing whatsoever which under law would , but for this provision have the effect of relieving the Bank.
4. The Bank also agrees that NIFT and its option shall be entitled to enforce this guarantee against the Bank as a principal debtor, in the first instance without processing against the Contractor and notwithstanding any security or other guarantee that NIFT may have in relation to the Contractor’s liabilities.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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5. This guarantee shall not be affected by any changes in the constitution of Contractor nor shall it be affected by any charges in the constitution of NIFT or by any amalgamation or absorption thereof or therewith but will ensure for and be available to and enforceable by absorbing or amalgamated company or concern.
6. Notwithstanding anything contained hereinabove, our liability under this guarantee is restricted to Rs.-----
----- (Rupees-----only) subject to the clause as stated immediately hereafter.
This guarantee shall remain in force till.
7. This guarantee shall continue and hold good until it is released by NIFT on the application of the Contractor after expiry of the relative guarantee period of the said Contract and after the contractor has discharged all their obligations under the said Contract and produced a certificate from NIFT's representative certifying the due completion of the work under the said contract and submitted 'No-demand Certificate' provided always that unless extended this guarantee shall remain in force till----- should it be necessary to extend this guarantee beyond the said date on account of extension being granted by NIFT to the Contractor in respect of completion of works under the said contract or otherwise, we undertake to extend forthwith the period of the guarantee on NIFT's request till such time as may be required by NIFT.
8. We-----Bank shall be discharge of our liability under the guarantee unless a claim is made by NIFT within 3(three) months from the date of expiry of this Bank Guarantee.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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