

**BID FORM****(On the letter head of the firm submitting the bids documents)**

To

The Secretary,  
 Indian Institute of Advanced Study,  
 Rashtrapati Nivas  
 Shimla 171005  
 (Himachal Pradesh)

**Ref: Bid document no. \_\_\_\_\_ dated: \_\_\_\_\_**

Sir,

Having examined the bidding documents, we, the undersigned, hereby submit the bid for "Tender for Outsourcing of manpower of various categories in the office of IAS, Shimla as per the schedule of requirements and in conformity with the said bidding documents.

We offer to execute in conformity with the Bidding Document for providing Manpower of various categories for office of IAS, Shimla.

We enclose herewith the complete Bid as required by you. This includes: Bid Letter and Service charges Schedule.

We agree to abide by our offer for a period of 120 days from the date fixed for opening of the bid documents and that we shall remain bound by a communication of acceptance within that time.

We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

**Certified that the bidder is:**

A sole proprietorship firm and the person signing the bid document is the sole proprietor/constituted attorney of sole proprietor,

**Or**

A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power attorney. We do hereby undertake, that, until a formal work order is prepared and executed, this bid, together with your written acceptance thereof and placement of letter of intent awarding the work order, shall constitute a binding contract between us.

Dated this day of.....2017  
 Details of enclosures

Signature of Bidder  
 Full Address:

Telephone No.  
 Telegraphic Address  
 Fax No.  
 E-mail:  
 Company Seal