



COIR BOARD

TENDER DOCUMENT
FOR
LABOUR CONTRACT
FOR
RE-PAINTING WORK OF QUARTERS
AT PANAMPILLY NAGAR BUILDING
OWNED BY COIR
BOARD

Last Date for submission of Tender : 29.03.2016 – 3 P.M.

Date of Tender opening : 29.03.2016 – 3.30 P.M.



TENDER NOTICE

TENDER NOTICE No. D-11031/2/2016-ADM(E) dated 18.03.2016

Coir Board, Kochi-682016 invites sealed tenders from competent and eligible Contractors/Construction firms for the LABOUR CONTRACT of repainting work of QUARTERS building owned by Coir Board, at Panampilly Nagar, Kochi as per GFR procedures.

The details and specifications regarding the painting work of Panampilly Nagar building are available with the Administrative Officer, Coir Board, Coir House, Ernakulam, Kochi-682016. The bidder is advised to acquaint himself with the job work, visit the site and examine site conditions, climatic conditions, labour, power, material availability, transport and communication facilities, environmental regulations, laws and bye laws of statutory, local bodies, Government of India and collect all information that will be necessary for preparing the bid and entering into a contract.

The last date of submission of tender shall be **29.03.2016** at 3.00 PM and the tenders shall be opened at 3.30 PM on **29.03.2016**. Tenderers or their authorized representatives may, if desired, be present when the tenders are opened. The EMD of the Tender is 1% of the quoted amount and the selected contractor will be required to deposit an amount equal to 5% of the total amount as security in the name of undersigned.

The Secretary, Coir Board reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

Secretary
Coir Board

UNDERTAKING

To
The Secretary,
Coir Board,
Kochi-682016.

Sir,

Sub: Labour Contract for Repainting work of quarters at Panampilly Nagar building of Coir Board.– **reg.**

Ref: Tender notice no: . D-11031/2/2016-ADM(E) dated 18.03.2016

In response to the tender invited by you, I/We have examined the general conditions and other terms and conditions of the contract and I/We agree to abide by all instructions in these documents attached hereto and hereby bind myself/ourselves to execute the work as per schedule stipulated in the Tender Notice.

I/We further agree to sign and execute all agreements/bonds as may be required by Coir Board to abide by the general conditions and other conditions of the contract and to carry out all work as per specifications, failing which, I/We shall have no objection for the forfeiture of the earnest money/security money deposited with the company.

I/We, am/are remitting/have separately remitted 1% of the total quoted amount as earnest money deposit.

Yours faithfully, (Signature)

.....
(Address)

.....

.....

..... Date :.....

.....



CHAPTER - I

1. Sealed tenders in prescribed format are invited from the experienced Contractors / reputed agencies for the labour contract of Painting work of Panampilly Nagar Quarters of Coir Board.

2. General Description of work

Painting of Panampilly Nagar quarters of Coir Board building according to the Specifications and as per tender schedule of Coir Board, Kochi.

3. Tender Submission:

Non transferable tender documents can be downloaded from the website of Coir Board- **coirboard.gov.in** or **coirboard.nic.in**

3.1. Tenders in the prescribed format complete in all respects accompanied with earnest money of 1% of the total quoted amount in the form of Bank draft/DD drawn on any nationalised bank in favour of “The Secretary, Coir Board” payable at Ernakulam should reach the office of the Secretary, Coir Board, Coir House, M.G. Road, Ernakulam, Kochi-682 016 on or before 29 .03.2016, 3 P.M.

4. The Coir Board shall not be liable for any delay in submission of the tender documents due to postal delay and no extension of date for tender submission/tender opening shall be given for this reason.

5. The Coir Board reserves the right not to accept the lowest offer. The Coir Board also reserves the right to cancel the tender and in such an event no claim of any tenderer for such a decision by the company shall be entertained.

6. The validity of the offer shall be for 30 days from the date of opening of the tender.

7. Bidders are required to give an undertaking that they will abide by all the terms & conditions of the tender document as per format given in annexure - I.

8. The expected date of commencement of work will be within 10 days from the date of issue of L.O.I/Agreement.

SECRETARY

CHAPTER - II

1. SCOPE OF WORK

Before repainting old work, the old paint having cracks and blisters should be removed, the surface is properly cleaned and then rubbed with sand paper.

Quality of paints: The paint used should be of ISI mark, which will be supplied by Coir Board as per the requirements quoted in the quotation. Paint items shall be delivered by the Coir Board prior to the commencement of the work and signing of the labour contract.

Applying white cement based putty of approved brand & manufacturer as surface preparation at the desired places to make the surface even & smooth.

Providing wall interior plastic emulsion paint of approved Brand & Manufacturers inside the building to give an even shade with two or more coats all complete.

Providing plastic emulsion paint of approved brand & manufacturer on wall surfaces, columns etc. at the desired locations.

Only the ready mixed paint of the make or brand specified will be permitted to be used exactly as received from the manufacturer without any admixture whatsoever unless previously authorized in writing by the Coir Board and the shades will have to be confirmed with the Coir Board before submitting the tender and executing the agreement.

Providing staging & scaffolding as required for executing the above works have to be arranged by the Tenderer. Necessary safety measures need to be taken as per the site condition up to satisfaction of the Tenderer..

2. GUARANTEE

Guarantee shall be for a period of minimum one year from the date of issue of final acceptance/commissioning certificate of the painting work. Successful tenderer will have to maintain the painting work for one year from the date of commissioning. If any defect is detected by the

concerned authority, the contractors shall make rectification of such defects during the maintenance period of twelve months from the date of completion of work. All such work shall be carried out by the contractors at his own expenses. If the contractor shall fail to do any such work, Coir Board shall be entitled to carry out such work by own workmen or by other contractors and the cost thereof deducted from contractor security deposit.

3. CONTRACT PERIOD

For 30 days from the date of awarding the job. No extension of time period shall be entertained without sufficient justification to the satisfaction of the management of Coir Board that the delay is beyond the control of the agency/tenderer.

4. EARNEST MONEY DEPOSIT

Each Tenderer must be accompanied with the non interest bearing Earnest Money Deposit of 1% of the total quoted amount by Bank draft drawn on any Nationalised Bank in favour of "The Secretary, Coir Board" payable at Ernakulam. Name of the remitter shall be mentioned in the DD. Tender without prescribed earnest money shall be rejected. The earnest money of the successful bidder shall be converted into security deposit which bears no interest.

Note: - Earnest money of the unsuccessful bidder will be refunded after award of the contract.

5. INSTRUCTION TO TENDERERS

5.1. Tender must be submitted in sealed envelope marking the name of the work as mentioned in the tender notice and addressed to the Secretary, Coir Board, M.G. Road, Ernakulam, Kochi- 682 016 on or before the time mentioned in the tender notice. The Tenders will be opened soon after on the same day and rates read out in presence of the Tenderers or other representatives present.

- 5.2. Tenders sealed and superscribed as above may also be sent by hand only. A tender which is received after the time and date specified above, is liable to rejection. Coir Board is not responsible for any loss of Tender or late receipt of tenders.
- 5.3. Any tender delivered or sent otherwise will be at the risk of the Tenderers.
- 5.4. Tender form containing 'over written' or 'erased' rate or rates and amount not shown in figures and words in English will be liable to rejection.
- 5.5. Tender quoting rates on units different from those prescribed in the tender schedules will be liable to rejection. Tenders not received in the prescribed form as specified therein and without earnest money at the time of opening will be summarily rejected.
- 5.6. Any request from the Tenderer in respect of additions alterations, modifications, etc of either terms or conditions or rates of his tender after opening of the tender may lead to rejection of his tender. If the Tenderer, withdraws his tender after opening of the tender but before the expiry of the validity period of the tender, the earnest money shall be liable to be forfeited.
- 5.7. The successful tenderer shall make his own arrangement for all materials for labour contract. By submitting a tender for the work a Tender will be deemed to have satisfied himself by actual inspection of the site and locality of the work, that rates quoted by him in the Tender will be adequate to complete such work according to the specifications and condition attached thereto and he has taken into account all condition and difficulties that may be encountered during its process and to have quoted labour rates which shall include cost of supplementary material required for painting such as, ladder, etc and all other charges necessary

for the completion of the work, to the entire satisfaction of the Tenderer and Coir Board.

5.8. Tenderers must also submit with the Tender copies of testimonials with regard to their experience and satisfy Coir Board authorities on the following points if and when called upon to do so

- (i) His position as an independent contractor or as the properly accredited agent of a responsible firm, in proof of which he must produce the requisite registered Power of Attorney and the expressed authority from the same firm to act as its agent.
- (ii) His ability, to supervise his work personally or in the event of ill-health or authorised absence there from to employ a competent and responsible agent who is to be specially named and approved beforehand.

5.9. The following particulars must also accompany the tender.

- (a) Details of works of similar type and magnitude carried out by the Tenderer. In the proforma shown in Appendix-I.

5.10. Acceptance of the Tender will be intimated to the successful Tenderer through a letter of intent. The contractor shall then be required to execute an agreement (as shown in Annexure – II) within the time specified in the letter of intent. In the event of failure on the part of Contractor to sign the agreement within the specified time the amount of earnest money shall be forfeited and the acceptance of his tender shall be considered as withdrawn.

5.11. No contract work, however petty, may be carried out except under and in accordance with a duly executed agreement or a special written authority from a duly authorised officer of Coir Board.

5.12. No agreement is valid unless signed by the contractor or his duly authorised agent and by a competent person on behalf of the Coir Board.

5.13. Canvassing in any form is strictly prohibited and the tenders submitted by the Tenderers, who resort to canvassing, will be liable to rejection.

5.14. The form of agreement, form of tender, invitation of tender, Instruction to Tenderers, General conditions of contract special conditions of contract specifications, Drawings and the rates and amount quoted against the items of the tender schedule together with letter of intent awarding the works shall form the contract, if there be any difference between the description in the specifications and drawing and the works items in the tender schedule, the works in the tender schedule shall prevail for determining the rate.

5.15. In case of abnormally low quoted rate, the Coir Board reserves the right to call justification from lowest tenderer. Further the contractor may have to submit an amount fixed by the Coir Board before of work in the form of Bank Guarantee/Demand Draft against performance guarantee.

6. ELIGIBILITY CONDITION

In order to qualify in the bid of the tender, the tenderer must produce the following documentary evidence with the tender:

6.1. a) Registered Partnership deed in case of a partnership firm.

b) Memorandum of Article and Article of Association in case of a Joint stock company.

c) Proprietorship certificate.

6.2. Copy of the Income Tax PAN and copy of income tax return for any one of the last three years i.e. 2013-14, 2014-15 and 2015-16 .

6.3. The agency must have service tax registration Number. Copy of service tax number is to be enclosed.

6.4. An under taking, in company /firm's letter head is required regarding that the party has not been debarred/blacklisted by any PSU and Coir Board at any point of time.

6.5. A declaration to be submitted that the bidder has carefully read all terms and conditions of the tender document and he is fully satisfied and accepted all terms and condition of the tender as per undertaking format attached as per (Annexure – I).

6.6. The tenderer before submission must sign each page of the tender schedule. Otherwise the tender will be treated as invalid.

(Note: Submission of any forge document will attract legal action including rejection of tender or cancellation of contract at the risk and cost of the contractor if awarded.)

CHAPTER - III

GENERAL CONDITIONS

1. EARNEST MONEY:

- 1.1. Cheques, Bonds, guarantee bonds and Govt Securities (Stock Certificates, bearer bonds, promissory notes, and cash certificates) will not be accepted towards the earnest money. No interest will be paid on EMD.
- 1.2. Tender without prescribed earnest money shall be rejected.
- 1.3. Earnest money shall be refunded to the unsuccessful bidders after the finalisation of the tender.

2. SECURITY DEPOSIT (SD):

5% of total contract price to be deducted from the bill towards security deposit. The security deposit will be returned on demand after 12 months from completion of the job in all respect and successful handover of the said work and production of clearance certificate and submission of no claim certificate. The earnest money of successful bidders shall be converted into security deposit and the security deposit shall not bear any interest.

3. SUBMISSION OF TENDER:

The Tender shall be submitted in sealed cover superscribing for which the tender is submitted, name and address of the tenderer to the Secretary, Coir Board, Coir House, M.G.Road, Ernakulam, Kochi-682 016 on or before 3 P.M. of 29 .03.2016.

4. OPENING OF TENDER:

The tender shall be opened on 29 03.2016 at 3.30 P.M. in the office of the Secretary, Coir Board, Coir House, M.G.Road, Kochi -682 106 in the presence of the tenderers or their accredited representatives.

5. PENALTY, WAIVAL & TERMINATION:

If the tenderer has not commenced the work from the date as mentioned in the agreement/work order, the EMD/security deposit deposited for the work shall be forfeited. If the work is commenced but not completed then penalty shall be imposed @ Rs.1000/- per day of delay. If the delay is found to be reasons which are beyond the control of the tenderer, the penalty can be waived by the competent authority of Coir Board on receipt of request from tenderer. The competent authority if convinced can extend the period of contract for such period as found reasonable and thereafter may terminate the contract. In case of termination of the contract EMD/security deposit shall be forfeited. However, the payment of the bill for the work already completed shall be made to the tenderer by Coir Board after due examination.

6. EXPECTATION FROM THE TENDERER:

Tenderers, along with tender, shall submit the following documents. Details and documents regarding financial status of the firm like latest Profit and Loss account, Balance Sheet, Auditor's Report etc. for last three completed years along with Banker's Certificate regarding financial stability to undertake the tendered work. Banker's Certificate should be specific and clearly outlining the limits of overdrafts. Bank Guarantees etc. being enjoyed by the Tenderers.

7. AWARD OF CONTRACT

7.1. The Board reserves the right to accept or reject any or all tenders or distributes the work amongst different tenderers without assigning any reason thereof.

7.2. Award of contract shall be made at the absolute discretion of Coir Board. The Coir Board reserves the right to reject any part or whole of the tender without assigning any reason whatsoever. For such cancellation the tenderer shall not be entitled to claim any cost, charges, expenses incidental to or incurred by him through or in

connection with the preparation and submission without assigning any reason whatsoever.

7.3. Coir Board also reserves the right not to accept the lowest offer and to divide the work to more than one party/parties.

7.4. Coir Board shall not be liable for any delay in receipt of the tender document by the Tenderers due to postal delay and no extension of time to the date of tender opening shall be given for this reason.

8. SIGNING OF AGREEMENT AND EXECUTION OF WORK

8.1. The successful bidder is expected to appear in the office of Coir Board to sign the contract agreement within 5 days and start the work within 10 days from the date of issuance of LOI. In case the tenderer is declined to sign the agreement or to take up the work within stipulated time, in such eventuality will have any such claim.

8.2. In case the tenderer declines to take up the work, Coir Board reserves the right to terminate the contract and forfeit the earnest money/security deposit of the contractors in such eventually, the tenderer have no claim for the cost he/they might have incurred for taking the work and the cost of the work he/they have done by that time and the work may be rescinded.

9. OBLIGATION OF THE CONTRACTOR:

9.1. The contractor shall be solely responsible for Payments of wages to the labourers promptly and hiring charges of ladder, scaffolding etc.

10. RESPONSIBILITIES OF THE TENDERER/AGENCY/CONTRACTOR:

10.1. The work order is to be accepted by the tenderer within 3 days of communication of the same.

10.2. The tenderer will commence and complete the work as stipulated in the tender document.

- 10.3. The tenderer is to ask for necessary documents/records from Coir Board within 5(five) days of acceptance of the work order for carrying out the work.
- 10.4. The agency shall have to make his own arrangements for travelling, boarding, lodging etc for the labourers to the site.
- 10.5. All the corrections/compliances on deficiency pointed out by the Coir Board during the preparation of the estimate/project should be duly complied by the contractor within the stipulated time.
- 10.6. The liaison required for the purpose should be exclusively done by the contractor/agency.
- 10.7. All other Expenditure incidental to such processing to be borne by the agency including statutory payments.
- 10.8. The job cannot be sublet in part or in whole without the written consent of the Secretary, Coir Board.
- 10.9. Tenderer will comply the direction of The Secretary, Coir Board or his authorised representative from time to time.
- 10.10. All security arrangement for the materials to be utilised in the project/work shall be done by the contractor up to commissioning and handing over the building and completion of painting work.

11. SPECIAL CONDITIONS:

The Tenderer shall get fully informed/apprised himself of all local conditions and factors which may have any effect on execution of work covered under the tender document and specification, Coir Board shall not entertain any request for clarification from the tenderer regarding such local conditions after award of the contract. It must be understood and agreed that such factors have been properly investigated and considered while submitting the tender. No claim for financial adjustment to the contract or may be entertained by Coir

Board on this account. Neither any change in the time schedule of the contract nor any financial adjustment shall be permitted by Coir Board which are based on the lack of clear information.

12. PERIOD OF CONTRACT

30 days from the date of awarding the job. No extension of time period shall be entertained without sufficient justification to the satisfaction of the management (Coir Board) that the delay is beyond the control of the contractor/agency.

13. MEASUREMENT

13.1. The quantities set out in the Scheduled of items are the estimated quantities of the works but they are not to be taken as the actual & correct quantities of the works to be executed by the contractors in fulfillment of his obligation under the contract.

13.2. The contractor shall expect as otherwise stated ascertain & determine by measurement the value of work done in accordance with the contract.

14. SUBMISSION OF BILLS

The tenderer will submit the bills in the tenure of contract. The bill will be submitted in the office of The Secretary, Coir Board in duplicate. The work done shall be verified and certified by officer authorized by the Secretary. The bill shall be approved by the Secretary as per terms of work order or statutory requirements shall be made. Payment shall be made as per payment schedule within 30 days of submission of bills.

15. PAYMENT CONDITIONS

Bills as per clause no- 14 of Chapter- III depending on the work will be submitted. Bills/bill will be verified by the officer authorized by the Secretary, Coir Board through the quality and volume of the

work executed. 90% of the final payment will be made on completion of all the work and fulfilment of contractor liabilities.

Payment to the contractors will be made only through e-mode, for which bank transfer details such as , name of the bank, branch, IFSC code, account no etc are to be clearly shown in the tender schedule.

16. TAX DEDUCTED AT SOURCE

Income Tax and other taxes including surcharge and cess as applicable shall be deducted at source at the rate prescribed in the Income Tax act and/or other Act from the gross value of each bill.

17. ESCALATION

No escalation in any form will be entertained during the tenure of the contract.

18. OTHER CONDITIONS

18.1. The rate quoted in the tender should be in words and figures and unit in words for price.

18.2. The contractor will supply all the materials, labours, tools and implements required for above painting work, except paint, brushes, sand paper, white cement, putty and other items required for the painting work.

18.3. Income Tax will be deducted as per respective Acts.

18.4. All legal liabilities/statutory payments connected with the above work should be borne by the contractor.

18.5. The contractor strictly in accordance with the specifications and work order should execute the work.

18.6. In case the material or work is not up to the specification, the management reserves the right to terminate the contract or deduct the cost thereof.

18.7. The payment will be made after measurement of the work on its completion/completion by the authorized officer of Coir Board.

18.8. The paints required will be supplied by the Coir Board to the contractor as per ISI specification. All the other materials needed for the work must be arranged by the Contractor and brought to the site timely.

18.9. If any work either in temporary or permanent nature or necessary to complete the work in all respect but not mentioned in the tender shall have to be done without extra cost.

18.10. The successful tenderer shall depute an authorized technical representative to supervise and guide the painting work on day to day basis and report to authorized officer of Coir Board.

19. LIABILITY BY THE CONTRACTOR

In the event of failure to fulfil the contract terms for execution of work as per letter of intent/contract, the Coir Board reserves the right to make the contractual obligations carried out by alternative arrangement and the Coir Board shall recover from the tenderer any additional cost involved therein. The EMD of the agency shall be liable to be forfeited in case of failure to complete the job within stipulated period or within such extended period approved by the Coir Board.

20. ARBITRATION

Any dispute of difference under or arising out of or in respect of the agreement/work order shall be referred to the sole arbitrator to be appointed by Coir Board and the decision of the sole arbitrator on the matter in dispute shall be final and binding on the contractor and the Coir Board.

21. MODIFICATION OF CONTRACT

No modification and alteration of the contract/agreement is allowed during the currency of the contract. However difficulties, if any, experienced while implementing/execution of the contract, the same can be addressed to the Secretary, Coir Board.

Secretary



COIR BOARD

PART-1

TENDER NOTICE No. D-11031/2/2016-ADM(E) dated 18.03.2016		
Sub: Labour contract for Repainting work of quarters buildings at Panampilly Nagar owned by Coir Board.		
SL. NO.	PARTICULARS	INFORMATION BY BIDDER
01	Name of the bidder	
02	Address of the bidder	
03	Phone number	
04	Mobile number	
05	FAX number	
06	Status of the bidder (sole proprietorship/Partnership/company-limited or Public limited) private	
07	Date of commencement of the job	
08	Date of completion of the job	
09	Whether experience certificate is enclosed (Work order must be enclosed)	

10	Whether the agency has submitted copy of PAN and copy of income tax return for any one of the last three years i.e 2013-14, 2014-15 and 2015-16.	
11	Whether the agency has service tax registration Number. Copy to be enclosed	

CERTIFICATE TO BE GIVEN BY THE TENDERER

In response to the tender invited by you vide Tender Notice No: **D-11031/2/2016-ADM(E)** dated 18.03.2016, I/We examined the general conditions and other terms and conditions of the contract. I/We agree to abide by all instructions in these documents attached here to and hereby bind myself/ourselves to execute the work as per schedule stipulated in the tender notice. Certified that above mentioned particulars are correct and true to the best of my/our knowledge. In case any statement made above is found not correct my/our tender may be rejected by Coir Board. I/we also certify that I/We have visited the site and got myself/ourselves acquainted with local conditions. My/Our price bid is based on the basis of our full understanding about the job. It is to confirm that our offer shall be valid for 30 days from the date of opening of the tender. I/We also authorise the Coir Board to forfeit my earnest money and security deposit in case I/We fail to execute the job if my/our tender is accepted.

SIGNATURE OF THE TENDERER WITH SEAL



PART-II
PRICE BID I

TENDERNOTICE

No. D-11031/2/2016-ADM(E) dated 18.03.2016

**Schedule of items ,both Labour and Paint and other allied materials for the
Painting work of Quarters at Panampilly Nagar owned by Coir Board.**

Sl. No.	Description of work	Area	Labour	Paint
I (a)	<p>Painting: WALLS- Painting two coats with ready mixed plastic emulsion paint approved quality as specified Before repainting old work, the old paint having cracks and blisters should be removed, the surface is properly cleaned and then rubbed with sand paper</p> <p>.Applying white cement based putty of approved brand & manufacturer as surface preparation at the desired places to make the surface even & smooth</p> <p>Coir Board quarters at Panampilly Nagar-</p> <p>Outerside</p> <p>Ground floor</p> <p>First floor</p> <p>Parapet wall</p> <p>First floor inner side</p>			
(b)	Kitchen			
(c)	Passage			
(d)	Work area			
(e)	Servant's room			

(f)				
(g)				
(h)				
(i)				
(j)				
(k)				
(l)				
(m)				
(n)				
	Total Area for painting (I item)			
II	Painting: DOORS AND WINDOWS Painting with superior quality paint using approved quality paint as specified, after rubbing with sand paper and cleaning the surface (Painting windows of entire block)			
(a)				
(b)				
(c)				
	Total Area for painting (II item)			
	Grand Total			

(Rupees.....only)

Note: Labour contract Rate will be inclusive of all, statutory charges to be paid by the contractor showing areas separately for walls, windows, general area etc with paints to be used, requirement of brushes, sand paper, putty, cement and other allied materials etc.

Signature of the bidder with seal

APPENDIX-I

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Tenderers must fill in the under noted table:

Sl. No.	Full particulars of similar works carried out by the tenderer	Value of work	Name & address of authorities for whom work was carried out.

N.B: A separate sheet may, if required, be used for giving the details in the Performa mentioned above. The sheet shall be duly signed and stitched to the tender.

.....
Signature of tenderer with seal



ANNEXURE - II

AGREEMENT

Articles of agreement executed on this the day of

..... between the Secretary, Coir Board, Coir House, M.G.Road, Ernakulam, Kochi – 682 016 (hereinafter referred to as first party (“Secretary, Coir Board”) on the one part and

Shri.....
..... (H.E name and address of the tenderer) (herein after referred to as “second party(contractor) ” on the other part.

WHEREAS in response to the notification No. **D-11031/2/2016-ADM(E)** dated **18.03.2016**

..... dated

The second party(contractor) has submitted to the Coir Board a tender for the specified therein subject to the terms and conditions contained in the said tender;

WHEREAS the second party(contractor) has also deposited with the Coir Board a sum of Rs..... as security deposit for the execution of an work undertaking the due fulfillment of the contract in case his tender is accepted by the Coir Board.

NOW THESE PRESENTS WITNESS and it is hereby mutually agreed as follows:

1. In case the tender submitted by the second party(contractor) is accepted by the Coir Board and the contract for is awarded to the , the shall within

..... days of acceptance of his tender, execute an agreement with the Coir Board incorporating al the terms and conditions under which the Coir Board accepts his tender.

