

कयर बोर्ड Coir Board

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार Ministry of MS&ME, Govt. of India) कयर हाउस, एम.जी.रोड., कोच्ची - 682016 Coir House, M.G. Road, Kochi - 682016

तार / Gram : COIR BOARD

दूरभाष/ Ph: 0484-2351954, 2351807, 2351788

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I-20011/1/2015-ERS

02.09.2016

INVITATION FOR BIDS

Competitive bids, under two cover system, are invited from reputed and experienced agencies for taking up the work of Enrolment of all coir workers in the country under the scheme Pradhan Mantri Suraksha Bima Yojana (PMSBY), Re-registration/Registration of all coir units including Rubberised Coir Manufacturing units under Coir Board and for Entering the details of all coir units in the MSME data bank after collecting the required details from the units.

Bids will be accepted by the undersigned at the above address upto **3.00 p.m. on 23.09.2016.**

A **Pre-Bid Meeting** is scheduled to be held **at 11.00 a.m. on 19.09.2016 at Coir Board**, Coir House, MG Road, Kochi-16, Kerala.

The undersigned reserves the right to accept or reject any or all the bids either in full or in part without assigning any reason whatsoever.

Any extension of time, modifications, alterations, addendum etc to this notice will not be published in newspaper and instead notified only through the official website of the Coir Board. All concerned may therefore regularly visit the website for updated information on this notice.

Sd/- **SECRETARY**

COIR BOARD

(Ministry of MSME, Government of India) Coir House, M G Road, Pallimukku, Kochi, Kerala – 682 016

INVITATION OF COMPREHENSIVE BIDS FOR AWARDING THE WORK OF

- I. ENROLMENT OF COIR WORKERS ALL OVER INDIA UNDER THE PRADHAN MANTRI SURAKSHA BIMA YOJANA (PMSBY)
- II. REGISTRATION/RENEWAL OF REGISTRATION OF COIR UNITS ALL OVER INDIA
- III. DATA COLLECTION OF COIR UNITS ALL OVER INDIA AND ENTRY OF THE SAME IN THE DATA BANK OF MINISTRY OF MSME

1. Background

Coir Board was set up under the Coir Industry Act 1953 by the Government of India for the overall sustainable development of the coir industry in India. The functions of the Board as laid down under the Act include undertaking, assisting and encouraging scientific, technological and economic research, modernisation, quality improvement, human resource development, market promotion and welfare of all those who are engaged in the industry. Coir industry is scattered over the coconut producing States/UTs of the country. As per the Coir Industry Registration & Licensing Rules the coir establishments may register with the Coir Board within one month of the commencement of the business and shall be allotted a number which shall enable the Board to maintain the up to date statistics regarding coir industrial establishments. Registration with Coir Board is necessary for obtaining assistance from Coir Board viz. assistance for setting up of coir units, export market development assistance, etc. There are, as on 31.3.2016, 15976 coir units who have registration with Coir Board. However it is not known whether all the above coir units are still working. There are many units which are not registered with the Board. Therefore it has been decided to renew the registration of all the Coir units registered under the Board and also to register those Coir Industries which are not registered with the Coir Board with all relevant information about the unit. Further the Ministry of MSME, Government of India has developed an MSME Data Bank and called up on the Coir Board to enter all details of the coir units in the MSME Data Bank.

2. Details of work bound to be completed by the agency selected based on this bid call

I. Enrolment of coir workers all over India under the Pradhan Mantri Suraksha Bima Yojana (PMSBY)

The Coir Board had implemented the Coir Board Coir Workers Group Personal Accident Insurance Scheme for the benefit of coir workers in the country. The scheme was aimed at providing insurance coverage against accidental death, permanent total disability and permanent partial disability to the coir workers in all the coir producing States in India. The coir worker aged 18 and above engaged in the industry (no upper time limit) were covered under the scheme. The Board used to pay the full amount of premium for the insurance of coir workers. The insurance coverage was being given to 4 lakhs coir workers on a comprehensive policy without naming each and every worker. The claim was being settled as and when death/accidents happened to coir workers after establishing their identity as a coir worker.

Compensation payable under the scheme was as follows:

Accidental death and permanent total disability : Rs.50,000/-

Permanent partial disability : Rs.25,000/-

From 1st June, 2016. The Board's scheme "Coir Board Coir Workers Group Personal Accident Insurance Scheme" has been converged with "Pradhan Mantri Suraksha Bima Yojana" (PMSBY). The salient features of the PMSBY are given below:

Particulars	Pradhan Mantri Suraksha Bima Yojana (PMSBY)					
Type of insurance	Accidental Insurance					
Eligibility	All Aadhar linked Savings Bank Account Holders within the age group given below. The insurance premium amount will be reimbursed					
Sum assured	Rs.2 lakhs					
Period	One year					
Age limit	18-70 years					
Cover	Accidental death and full Disability Rs.2 lakhs					
	Partial disability Rs.1 lakh					
Yearly premium	Rs.12/-					

A copy of the PMSBY is annexed for reference (Annexure- I).

While converging the present scheme to the PMSBY, Coir Board will bear the entire premium in respect of the coir workers for covering them under the PMSBY. It is estimated that there are over 7 lakhs of people working in the coir industry all over India. It has been decided to enrol all the coir workers in the country under the PMSBY scheme. For easy identification of workers and avoidance of duplication, linking with Aadhar is made mandatory to all the Coir workers to register under Pradhan Mantri Suraksha Bima Yojana. The renewal of the PMSBY is from 1st June every year. During this year the scheme is made open for the coir workers for enrolment under the scheme. The agency selected will have to enrol the workers under the PMSBY and submit the details of the coir worker in the annexed format (Annexure- II) and furnish the documentary proof of enrolment of each coir worker under the scheme together with the document proving the beneficiary as a coir worker. The premium paid for the PMSBY for each will be reimbursed by the Board to the worker through his/her Bank account on receipt of the above details. The proforma for furnishing the details will also be given to the agency concerned for furnishing the details. In the succeeding years the Board will transfer the premium amount to the account of the beneficiary directly for renewal of the policy. For one coir worker only one premium will be reimbursed in a year.

II. Renewal of Registration of coir units under Coir Board and Registration of coir units which have no registration with Coir Board

As per the Coir Industry Registration Rules 2008, the coir establishment may register with Coir Board within one month of the commencement of the business and shall be allotted a number which shall enable the Board to maintain upto data statistics regarding coir industrial establishment. As on 31st March, 2016, 15976 coir units have been registered in different States of the country as detailed below:

Sl. No.	State/UT	No. of units
1	Kerala	9108
2	Tamil Nadu	4150
3	Andhra Pradesh & Telengana	910
4	Odisha	875
5	Karnataka	698
6	West Bengal	50
7	Pondicherry	31
8	Maharashtra	23
9	New Delhi	17
10	Uttar Pradesh	17

11	N E Region	55
12	UT of Lakshadweep	16
13	Goa	4
14	Gujarat	5
15	Andaman & Nicobar Islands	1
16	Rajasthan	4
17	Haryana	2
18	Punjab	5
19	Madhya Pradesh	3
20	Jammu & Kashmir	2
	Total	15976

Registration of the above units was done through the field offices of the Board. The Jurisdiction of each field office is as detailed below:

Regional Office/	Contact Address	Area of jurisdiction		
Sub Regional				
Office/other offices				
	Regional Office,			
	Coir Board,			
Pollachi	No-30,Mariyammal Layout,	Tamil Nadu &		
	Palladam Road, Pollachi- 642 002	Pondicherry		
	Phone :04259-222450, Fax: 227665			
	E-mail: coirpollachi@gmail.com			
	Regional Office			
	Coir Board,	Karnataka, Gujarat and		
Bangalore	No.8 Annex Building,	other States/UTs not		
C	Cunningham Road, Bangalore- 560 052.	specified in other Region		
	Tel/Fax :+91-80-22268538,	specified in other Region		
	E-mail: <u>cbrobangalore@gmail.com</u>			
	Regional Office			
	Coir Board,	Andhra Pradesh,		
Rajahmundry	Swaraj Nagar, A C Gardens	Telangana, New Delhi,		
<i>y</i>	Rajahmundry-533 101.	Rajasthan, UP		
	Tel: 0883-2420196	Kajastnan, Oi		
	e-mail: coirboardrorjy@yahoo.co.in			
	Regional Office			
	Coir Board,	Orissa, Madhya Pradesh,		
Bhubaneswar	Jagamara (Udyogpuri), P.O.	Uttaranchal, Jharkhand,		
	Khandagiri, Bhubaneswar 751 030	Bihar		
	Tel/Fax :+91-674-2350078			
	E-mail: robbsrcoirboard@gmail.com			
	Regional Office,			
	Coir Board,	Trivandrum, Kollam,		
T.:: 1	Door No.XII – 234,	Pathanamthitta and other		
Trivandrum	Near Municipal Town Hall,	areas which are not		
	Attingal- 695 011.	assigned to CMS Office		
	Phone/Fax – 0470-2628624	and Kannur		
	e-mail: cbrotvm@gmail.com			

CMS Office, Alleppey	Office of the Coir Mark Scheme Coir Board Abeebel complex 1st Floor, Near Kallupalam, CCSB Road, Alleppey-688 011 Tel /Fax: +91-477-2245325 e-mail: coirmarkscheme@yahoo.com	Alleppey, Kottayam, Idukki, Ernakulam
Kannur	Sub Regional Office, Coir Board, Madhava Apartment, Thezhukkil Peedika Mele Chovva, Kannur 670 006. Phone: 0497-2726360 email: coirkannur@yahoo.co.in	Trichur, Palakkad and other districts in Northern Malabar.
Sindhudurg	Coir Board Sub RO Sindhudurg Room No. 207 1st Floor, A- Block, District Administrative Complex, Sindhudurgnagari Navnagar, Oras, Sindhudurg, Maharashtra – 416812. Tel /Fax :02362-228092 e-mail: cbdcsindhudurg@yahoo.in	Maharashtra & Goa
Port Blair	Coir Board Sub Regional Office 1st Floor, Udyog Parisar, Sagariga Building, Middle Point, Near DIC, Port Blair – 744 101 e-mail: coirportblair@gmail.com	A & N Islands
Kavarathi	Sub Regional Office, Coir Board, Office of the Directorate of Industries, U.T. of Lakshadweep, Kavaratti – 682555. e-mail: srokavaratti@gmail.com	U T of Lakshadweep
Kolkatta	Sub Regional Office Coir Board, Hemantha Basu Bhavan, 4th Floor, Kolkotta 700 001,India. e-mail: cbsrokol@gmail.com	West Bengal
Guwahati	Sub Regional Office Coir Board ASIDC Complex, Bamuni Maidan Guwahati-781021, Phone:+91-361-2556828 e-mail:bsroghty@gmail.com	North Eastern States.

The list of units registered with the Board is available for reference in these offices.

Every registration made under Coir Industry (Registration) Rules, 2008 shall be valid for a period of three years and on application made by the industrial establishment, the registration may be renewed for any period not exceeding three years at a time.

It is not known whether all the coir industrial establishments who have earlier registered with Coir Board are at present working or they are having valid registration. Therefore it is proposed to renew the registration of all the coir units which require renewal and also to register the coir units who have not so far registered with the Board.

Board has developed Software for registration and renewal of registration of coir units. The agency has to get the applications for renewal/registration of coir units online and submit the same to the Board's field offices concerned as detailed above in the format annexed (**Annexure-III**) for renewal/registration after collecting the prescribed fee of Rs.10/-.

III. Collection of data of coir units all over India and entering the same in the MSME Data Bank of Ministry of MSME, Government of India.

The Ministry of Micro, Small & Medium Enterprises, Government of India vide Gazette Notification No.G.S.R.750 (E) dated 29th July, 2016 has notified the Micro, Small and Medium enterprises Development (Furnishing of Information) Rules 2016. As per clause 3 of the said notification all micro, small and medium enterprises shall furnish the information relating to the enterprise to the Government in the form annexed to these rules (Annexure- IV) and as per Clause 3 the information referred to in Rule 3 shall be furnished online to the Central Government in the Data Bank maintained by it at www.msmedatabank.in

The agency is required to collect the data of each coir unit in the country and register the coir units in the MSME Data Bank as prescribed by the Ministry of MSME.

2. Responsibility and Role of the Agency selected

The selected agency shall take up the work on a war footing basis with a definite time line for completion of the work with focussed attention on the following:

- i. Enrolment of workers of all coir units under Social Security scheme (PMSBY) through Banks by visiting each of the units and collection of data.
- ii. If the workers are already registered under PMSBY, the data may be furnished to the Coir Board in the prescribed format (**Annexure-II**) for reimbursement of the premium amount, direct to the Bank account of each worker.
- iii. Online collection of application for Registration / renewal of registration of all coir units and submission of the same to the respective Regional Offices/Field Offices of the Board.
- iv. Collection and entry of data of coir units all over India in the MSME Data Bank as per the notification dated 29.7.2016 issued by the Ministry of MSME, Government of India.
- v. Under PMSBY, as on date, details of 4115 coir workers enrolled are available at the Coir Board. Under MSME Data Bank, as on date, 665 units have been registered and under Coir Board R & L Rules, 15976 coir units have been registered.
- vi. No amount will be paid by the Board for registering the workers/units, which are already registered with Coir Board.

3. Eligibility of the Agency

The agencies responding to this bid notice should possess proven track record of having successfully undertaken similar works. They should have sufficient financial capacity, manpower, infrastructure and wherewithal for undertaking the work. Documentary proof like copies of the latest audited annual accounts, IT returns, list of Offices/key functionaries etc. shall be attached with the technical bid.

Previous experience in taking up survey, etc. in rural and urban areas including remote and inaccessible areas at national/State level would be essential. Copies of the work orders, appreciation letters, etc. of earlier works handled should be enclosed in the technical bid cover.

The organisation/agency should have at least 5 years of existence and should have experience in conducting survey and evaluation study at grass root level in rural and urban areas. The agency/organisation responding to the bid call shall preferably have offices/establishments in the coir producing Sates concerned ie. Kerala, Tamilnadu, Karnataka, Andhra Pradesh, Odisha, West Bengal, etc., where they propose to undertake the

work. They should also deploy sufficient manpower to interact with workers and unit holders in the different language speaking areas.

The CV of the key functionaries in the organisation, so far as the work is concerned, would be a deciding factor in selection. The list of key functionaries with their detailed CV shall be enclosed in the technical bid cover.

The agencies/organisations responding to this bid notice shall have the liberty to quote their rates for undertaking the work in respect of one or more States. It is not binding on the part of the responding agencies to quote for all the States/UTs.

4. Method of Selection

Technical Appraisal: Initial Scrutiny of the responses, based on the technical bids submitted, will be done to ascertain whether the bidders are fulfilling the basic requirements for the assignment from the technical data and proof of credentials submitted.

The bidders shortlisted after evaluation of technical bids may be required to make presentations at Coir Board Head Office at Coir House, M G Road, Cochin – 16, Kerala at their own cost for clarifying company profile, experience in the field and also the methodology to be adopted for carrying out the assignment. Technical appraisal of the agency will be done by evaluating their profile, work experience, presentation and methodology. The short listed agencies (after technical appraisal) shall only qualify for opening of financial bid.

Financial Appraisal: The applicants who have been shortlisted after the technical appraisal will qualify for opening of their financial bids and who meets the technical bid standard and quoted lowest rate, will be selected. Coir Board, however, reserves the right to reject any or all bids without assigning whatsoever. The Board also reserves its right to award the work to the same and or different agencies for different States/UTs depending up on the lowest rate quoted for each State/UT by each party.

5. Negotiations/Award of Contract:

Before the award of work, Coir Board if decides so, may hold negotiations with the lowest bidder. If the agency identified fails to discharge the work on its award, the Board will entrust the work to the next lowest bidder. In that eventually the lowest bidder identified will

be liable to compensate the Board, the additional expenditure involved through execution of work through the second lowest party.

6. How to Apply:

i. Technical Bid

The agencies/organizations should send their profile, relevant work experience etc. in the prescribed format (Annexure- V) along with supporting documents and testimonials for a technical appraisal by Coir Board in a sealed cover superscribed, "Technical bid for the work of Implementation of Pradhan Mantri Suraksha Bima Yojana (PMSBY) among coir workers all over India", "for Registration/Renewal of registration of coir units" and "Registering coir units under MSME Data Bank of Ministry of MSME". The cover containing Technical Bid must contain the EMD referred at Sl.No. 6 (iii) below.

ii. Financial Bid

The Agency/Organisation shall quote their rate for undertaking the work in all States or selected States for each item of work separately. The financial bid will have to be furnished in a separate cover as per (Annexure- VI) which will be sealed and superscribed Financial bid for Implementation of Pradhan Mantri Suraksha Bima Yojana (PMSBY), Registration/Renewal of registration of coir units and Registering coir units under MSME Data Bank. If the agency is quoting for multiple states the quotes may be specified for taking up the work in each State/UT.

Both the Technical Bid covers and Financial Bid covers duly sealed and superscribed shall be enclosed in a bigger cover duly sealed and super scribed "Bids for Implementation of Pradhan Mantri Suraksha Bima Yojana (PMSBY), Registration/Renewal of coir units and Registering coir units under MSME Data Bank of Ministry of MSME". All the inner and outer covers shall have the name and address of the sender and addressee in full with telephone number and e-mail id.

iii. Earnest Money Deposit:

The bidder shall furnish EMD as detailed below in the form of Demand Draft drawn on a scheduled commercial bank in favour of Secretary, Coir Board payable at Ernakulum and enclose the same in the technical bid cover.

States/UT	EMD Amount
1) Kerala	Rs.15,000/-
2) Tamil Nadu	for each state for each item of work
1) Karnataka	Rs.10,000/-
2) Andhra Pradesh & Telengana	for each state for each item of work
3) Odisha	
All other States and UTs	Rs.5,000/- each
	for each state for each item of work

The EMD will be refunded to those agencies, who are not selected for the assignment. The EMD will be forfeited in the event the agency selected for assignment fails to accept the offer of work and to execute the agreements. Offers without EMD are liable to be rejected summarily.

7. Time schedule for Completion of work

The selected agencies/organisations have to complete the work within a period of 2 months from the date of entering in to the agreement.

8. Agreement

The selected agency will have to enter in to an agreement and integrity pact with Coir Board. The copies of the draft agreement and integrity pact shall be made available by Coir Board to the elected agency and the same has to be executed in non judicial stamped paper worth Rs.200/- before commencement of the work.

9. Payment Schedule:

The bill for payment can be submitted according to the progress of work in each category as detailed below:

i. Implementation of Pradhan Mantri Suraksha Bima Yojana (PMSBY) among the coir workers all over India - For each 1000 Nos. of data.

- ii. Renewal of coir units registered under Coir Board and Registration of Coir Units which have no registration with Coir Board For each 500 Nos.
- iii. Registering coir units under MSME Data Bank of Ministry of MSME Data Bank for each 100 data.

10. Penalty clause:

If the agency fails to complete the work as per the time schedule given above, 5% of the consideration payable will be deducted by Coir Board.

11. Termination of Contract:

At any point of time, if the Board finds that the performance of the agency is not satisfactory and the progress of the work is not as per requirement, Coir Board reserves the right to terminate the contract and award the same to any other competent party. The loss/damage sustained by Coir Board due to such a course of action will have to be paid by the agency and EMD paid by the party will be forfeited. Such agency will also black listed by Coir Board.

12. Settlement of Dispute:

In case of any dispute, the matter will be first tried to be resolved amicably through an arbitrator appointed by the Chairman, Coir Board.

13. Indemnity Clause:

The Agency will indemnify Coir Board towards any damage, loss expenditure that may arise due to any wrong deeds or misrepresentation or non performance on the part of the agency.

- (a) The terms and condition of invitation and work will be interpreted in Indian Laws and will be under the jurisdiction of judicial courts at Kochi, Kerala.
- (b) Conditional bidding of price and conditional offer of discounts will not be accepted and such offers can render the bids liable for rejection. The amount quoted should be written in words and figures. Any correction, over writings will have to be attested.
- (c) The bidders should indicate their valid service tax registration number, Income tax PAN in the Technical bid.

- (d) Incomplete bids and unauthenticated bids and bids received after the stipulated time will be summarily rejected.
- (e) The invitation for Bids is not an offer and is issued with no commitment. Coir Board reserves the right to withdraw the invitation and changes or vary any part thereof at any stage. Coir Board also reserves the right to disqualify a bidder, should it be necessary at any stage
- (f) Coir Board reserves the right to withdraw this invitation of Bids if it determines that such action is in the best interest of the Board.
- (g) Timing and sequence of events resulting from this invitation shall ultimately be determined by Coir Board.
- (h) The bidders shall have no claims whatsoever against Coir Board arising out of, or relating to this invitation of bids or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof).
- (i) Bidders, who are found to canvass, influence or attempt to influence in any manner the qualification or selection process shall be disqualified from the process at any stage.
- (j) By submitting a proposal, each bidder shall be deemed to acknowledge that it has carefully read all the conditions and limitations.
- (k) Coir Board reserves the right to short list the parties responding to this notice on the basis of the evaluation of the Technical Bids before opening of the price bids, Submission of more than one bid by the same party will be disqualification.
- (l) The bidders will have the liberty to raise question on the tender procedures and the tender documents.

Additional Information & Methodology Adopted

- 100% registration/renewal of coir units registered with Coir Board and enrolment of coir workers (estimated to be about 4 lakhs) scattered in different coir producing States of the country.
- ii. Agency shall submit to Coir Board, daily progress report to Coir Board by e-mail
- iii. The interested agencies have to submit their "Technical bid" and "Financial bid" in the prescribed format. The agencies submitting the bid will have to furnish the EMD prescribed by way of Demand Draft, drawn on a scheduled commercial bank in favour of Secretary, Coir Board payable at Ernakulam) along with their technical bids to be submitted as per clause 6 of the Tender Document. The amount to be quoted by

the Agency for the works to be undertaken must include all of its costs and deliverables as well as any tax obligations. The agencies which do not make the above statutory payments will not qualify for the selection procedure and their bids will be rejected.

- iv. Agencies are at liberty to submit bids to take up work for one State/ more than one State/all States as per its capacity and infrastructure.
- v. After the technical presentations, the committee constituted by Coir Board will short list the agencies for opening the financial bid and further appropriate decisions will be taken by the committee concerned. However, the Coir Board reserves the right to reject any or all applications without assigning any reason.
- vi. Agency shall not transfer the assignment either in full or in part to any other agency
- vii. If there is any breach of contract by the agency with reference to the terms and conditions assigned for the work or for any other reason, if the agency is not in a position to continue the assignment, the same will be brought to the notice of the Board intimating its inability to successfully continue the assignment. Within 15 days of the said communication the agreement for assignment with the agency will be terminated by Coir Board and there upon the agency will be bound to refund the entire consideration received from the Coir Board forthwith together with 24% interest per annum. The EMD deposited to Coir Board by the agency along with their tender will be forfeited.
- viii. The Agency will indemnify Coir Board towards any damage, loss, expenditure that may arise due to any wrong deeds or misrepresentation or non performance by the Nodal Agency and Coir Board will be in no way responsible for any acts or omission committed by Nodal Agency.
- ix. Coir Board shall not be responsible or accountable to the agency for the employees and officers engaged by the agency for the above assignments. All employer/ employee disputes between agency and its employees shall be dealt by agency at its own cost without recourse to Coir Board.
- x. The Agency shall not be held responsible for delay in fulfilment of their respective obligation under this as agreement due to exigency of one or more force major events like floods, Bandhs, fire etc, provided on the occurrence of such events, the agency, shall give one month notice within occurrence of such event.
- xi. In the event of disputes, if any, between Coir Board and agency, it shall be referred to the arbitrator duly appointed by mutual consent of these parties such arbitration shall

be in accordance with and subject to the provision of the Arbitration and conciliation Act 1996 whose decision shall be final and binding on both the parties. However, agreement and its interpretation shall be subject to the exclusive jurisdiction of the High Court in Kerala alone.

xii. The format for furnishing the details is enclosed as attachment.

RULES FOR THE PRADHAN MANTRI SURAKSHA BIMA YOJANA

DETAILS OF THE SCHEME:

The scheme will be a one year cover, renewable from year to year, Accident Insurance Scheme offering accidental death and disability cover for death or disability on account of an accident. The scheme would be offered / administered through Public Sector General Insurance Companies (PSGICs) and other General Insurance companies willing to offer the product on similar terms with necessary approvals and tie up with Banks for this purpose. Participating banks will be free to engage any such insurance company for implementing the scheme for their subscribers.

Scope of coverage: All savings bank account holders in the age 18 to 70 years in participating banks will be entitled to join. In case of multiple saving bank accounts held by an individual in one or different banks, the person would be eligible to join the scheme through one savings bank account only. Aadhar would be the primary KYC for the bank account.

Enrollment Modality / Period: The cover shall be for the one year period stretching from 1st June to 31st May for which option to join / pay by auto-debit from the designated savings bank account on the prescribed forms will be required to be given by 31st May of every year, extendable up to 31st August 2015 in the initial year. Initially on launch, the period for joining may be extended by Govt. of India for another three months, i.e. up to 30th of November, 2015. Joining subsequently on payment of full annual premium may be possible on specified terms. However, applicants may give an indefinite / longer option for enrolment / auto-debit, subject to continuation of the scheme with terms as may be revised on the basis of past experience. Individuals who exit the scheme at any point may re-join the scheme in future years through the above modality. New entrants into the eligible category from year to year or currently eligible individuals who did not join earlier shall be able to join in future years while the scheme is continuing.

Benefits: As per the following table:

	Table of Benefits	Sum Insured
a.	Death	Rs. 2 Lakh
b.	Total and irrecoverable loss of both eyes or loss of use of both hands or feet or loss of sight of one eye and loss of use of hand or foot	Rs. 2 Lakh
C.	Total and irrecoverable loss of sight of one eye or loss of use of one hand or foot	Rs. 1 Lakh

<u>Premium:</u> Rs.12/- per annum per member. The premium will be deducted from the account holder's savings bank account through 'auto debit' facility in one installment on or before 1st June of each annual coverage period under the scheme. However, in cases where auto debit takes place after 1st June, the cover shall commence from the first day of the month following the auto debit.

The premium would be reviewed based on annual claims experience. However, barring unforeseen adverse outcomes of extreme nature, efforts would be made to ensure that there is no upward revision of premium in the first three years.

Eligibility Conditions:

The savings bank account holders of the participating banks aged between 18 years (completed) and 70 years (age nearer birthday) who give their consent to join / enable auto-debit, as per the above modality, will be enrolled into the scheme.

<u>Master Policy Holder</u>: Participating Bank will be the Master policy holder on behalf of the participating subscribers. A simple and subscriber friendly administration & claim settlement process shall be finalized by the respective general insurance company in consultation with the participating Banks.

Termination of cover: The accident cover for the member shall terminate on any of the following events and no benefit will be payable there under:

- 1) On attaining age 70 years (age nearest birth day).
- 2) Closure of account with the Bank or insufficiency of balance to keep the insurance in force.
- 3) In case a member is covered through more than one account and premium is received by the Insurance Company inadvertently, insurance cover will be restricted to one only and the premium shall be liable to be forfeited.
- 4) If the insurance cover is ceased due to any technical reasons such as insufficient balance on due date or due to any administrative issues, the same can be reinstated on receipt of full annual premium, subject to conditions that may be laid down. During this period, the risk cover will be suspended and reinstatement of risk cover will be at the sole discretion of Insurance Company.
- 5) Participating banks will deduct the premium amount in the same month when the auto debit option is given, preferably in May of every year, and remit the amount due to the Insurance Company in that month itself.

Administration:

The scheme, subject to the above, will be administered as per the standard procedure stipulated by the Insurance Company. The data flow process and data proforma will be provided separately.

It will be the responsibility of the participating bank to recover the appropriate annual premium from the account holders within the prescribed period **through 'auto-debit' process.**

Enrollment form / Auto-debit authorization in the prescribed proforma shall be obtained and retained by the participating bank. In case of claim, the Insurance Company may

seek submission of the same. Insurance Company reserves the right to call for these documents at any point of time.

The acknowledgement slip may be made into an acknowledgement slip-cum-certificate of insurance.

The experience of the scheme will be monitored on yearly basis for re-calibration etc., as may be necessary.

Appropriation of Premium:

- 1) Insurance Premium to Insurance Company: Rs.10/- per annum per member
- 2) Reimbursement of Expenses to BC/Micro/Corporate/Agent : Rs.1/- per annum per member
- 3) Reimbursement of Administrative expenses to participating Bank: Rs.1/- per annum per member

The proposed date of commencement of the scheme will be 1st June 2015. The next Annual renewal date shall be each successive 1st of June in subsequent years.

The scheme is liable to be discontinued prior to commencement of a new future renewal date if circumstances so require.

Annexure- II

Pradhan Mantri Suraksha Bima Yojana (PMSBY)- Subscriber Registration Details Form

Sl.	Name and	Name of	Whether	Date	Male/	Aadhar	Aadhar	IFS	Name of the	If self	Nominee	Relationship
No.	address of	the bank in	Covered	of	female	No.	Linked	Code	cluster/ unit/	Employed,	Name	with the
	the coir	which	Under the	Birth			Account	No.	organisation,	details	and Address	Nominee
	worker	his/her	PMSBY				No. of		etc. under			
		account is	(Yes/No)				PMSBY		which the			
		maintained							person is			
									working			

Certification:	: I hereby certify that all the subscribers enrolled as detailed above under the PMSBY	are coi
	workers. The premium amount will be reimbursed to our Account as detailed below:	

- 1. Name of the Agency/Organisation/Unit:
- 2. Name of the Bank and Branch to which the amount to be reimbursed.
- 3. Account No.
- 4. IFS Code No.

Signature:

Name:

Designation:

Seal of the Issuing Authority/Organisation/Unit:

Seal of the issuing Authority



Home

LOGIN CREATION

Fields marked by * are MANDATORY
Note: Special Characters not allowed ()'~!#%^*,:" etc.

Note: Identity Card No. and Username once entered cannot be corrected later at any where else in the application form.

Name*		
Type of ID Card:*	Aadhar ▼	'
Identity Card No. *		
Email* (Email account must be unique)		'
Mobile (For SMS purpose)*		
Security Question*	Select a security question ▼	<u> </u>
Answer*		
Username*		<u>Username Policy</u>
Security PIN	Uh8wa2 Change Captcha	l
Enter Security PIN*		
Before Pressing the Co	ONFIRM Button, make sure that you have entered	l correct Values
	Confirm	

This site is designed, hosted and maintained by SDTC Kochi, National Informatics Centre (NIC),

Content Owned, Maintained and Updated by COIR BOARD, Ministry of MSME, Government of India.



Welcome : coi	r test	Last Successful Login: 15:27:40	24/08/2016		Unsuccessful Login : 7:24	24/08/2016		<u>Home</u>	Logout
		APPLICATION FOR I	REGISTRAT	TON	OF AN INDUSTRI	IAL ESTABL	ISHMENT		
Fi	elds marked by	* are MANDATORY	Note: S	pecia	Characters not all	lowed ()'~!#%	^*,:" etc.		
Name of th	e Industrial Es	tablishment							
Address									
(a)He	ad Office								
	Address 1*								
	Address 2								
	State*			Se	elect	•			
	District*					•			
	Taluk*					•			
	Village*					▼			
	PIN Code*								
(b)Fa	actory		Same As	Abov	re				
(1)	Address 1*								
	Address 2								
	State*			Se	elect	•			
	District*					▼			
	Taluk*					•			
	Village*					•			
	PIN Code*								
Ownership w public limited		parnership,private limited or		S	elect	•			
			Partner	s Nan	ne And Address				
	Name	Designation	Address1	L.	Address2				
		Select ▼				Add			
						Add			
			Name and	Add	ress of the Owner				
Name of the 0	Owner*			coir	test				
Address 1*									
Address 2									

State*:		Select	▼		
District* :			▼		
Taluk *:			▼		
Village *:			▼		
Pincode *:					
Contact Mobile No.*:		9400475148			
Email :		sreelatha.s@	nic.in		
ID NO :		ABCDE12340	6		
Year of Establishment*		YYYY			
Whether the Establishment is regis Factories Act *	tered under the Indian	⊖Yes	○No		
Is rehanking of coir yarn is done*		⊚Yes	⊘No		
If baling is done in the yarn is don- the quantity(in quintals) of the coir fiber(seperately) baled in the previo (From 1st April to 31st March)	varn and coir				
Coir Yarn					
Fiber Yarn					
Manufactural Activities*		○Continous ○Seasonal	•		
No of shifts generally Worked*					
No of Working days in the Previous March)*	s Year(1st April to 31st				
march,	Name Of the Products	Manufactured	And Capacity	(in qtls)	
	Product		Capacity(qtl	(s)	
	Select	▼			
					Add
	Quantity(in quintals) manufact	ured in the prev	voius year(Ist Ap	oril to 31st Apr	il)
	Product		antity Manufactu	ured(qtls)	1
	Select	▼			Add
Quantity(in	Quintals)if any purchased from of				oril to 31st April)
	Product	Q	uantity Purchas	ed(qtls)	
	Select	<u> </u>			Add
	N	al Plant And Eq Machine Name Select	uipment v Add		
				Ma	T-4-1
Labour Employed:*	Skilled Semi-Skilled Unskilled Total	Men		Women	Total

		Payment
Payment Method*	○Postal ○DD ○Payment Gateway ○RTGS ○NEFT	
Amount Paid*	10	10 Rs For New Registration
Instrument No*		
Instrument Date*		* (dd/mm/yyyy)
	Designed and hosted	d by SDTC Kochi, National Informatics Centre (NIC),

No. 9(8)/2016-SME Government of India Ministry of Micro, Small and Medium Enterprises [SME Section]

Udyog Bhawan, New Delhi. Dated the 04.08.2016 05

То

1. O/o DC(MSME) (AS&DC(MSME), Niman Bhawan, New Delhi

- 2. The Chairman-cum-Managing Director, NSIC, NSIC Bhawan, Okhla Industrial Estate, New Delhi.
- 3. The Chief Executive Officer, KVIC, Gramodaya, 3, Irla Road, Vile Parle(W), Mumbai.
- 4. The Secretary, Coir Board, Coir House, MG Road, Kochi

5. Director General, NIMSME, Hyderabad

6. Director, Mahatma Gandhi Institute for Rural Industrialization (MGIRI), Maganwadi, Wardha, Maharashtra – 442 001

Subject: MSME Data-bank - Notification - Regarding.

Sir,

I am directed to say that in exercise of powers confered by clause (e) of subsection (2) of Section 29 of the MSMED Act 2006 and in supersession of the MSMED (Furnishing of Information) Rules, 2009, this Ministry has notified MSMED (Furnishing of information) Rules, 2016 vide Gazette Notification of. GSR 750(E) dated 29 July 2016. A copy of the same is enclosed for information and necessary action.

Yours faithfully,

Sagel Kuman (Sanjeev Kumar)

Deputy Director

Tel. 23063142

Encl: As above.

Copy to: Shri Subendu, Director(Technical), NIC with the request to upload it on the website of the Ministry.

Copy for information to:

(i) PS to Minister(MSME)/PS to MoS(MSME)

- PS to Secretary(MSME)/PS to AS&DC(MSME)/PS to AS&FA (ii)
- (iii) PS to JS(SME)/PS to JS(ARI)



अमाधारण

EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (i)

PART II—Section 3—Sub-section (i)

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 529] No. 529] नई दिल्ली, सोमवार, अगस्त 1, 2016/श्रावण 10, 1938

NEW DELHI, MONDAY, AUGUST 1, 2016/SRAVANA 10, 1938

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय

अधिसूचना

नई दिल्ली, 29 जुलाई, 2016

सा.का.िन. 750(अ).—केन्द्र सरकार, सूक्ष्म, लघु और मध्यम उद्यम विकास अधिनियम, 2006 (2006 का 27) की धारा 29 की उपधारा (2) के खंड (ङ) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए तथा सूक्ष्म, लघु और मध्यम उद्यम विकास (सूचना प्रस्तुत करना) नियम, 2009 का उन बातों के सिवाय अधिक्रमित करते हुए जिन्हें ऐसे अधिक्रमण से पूर्व किया गया है या किए जाने का लोप किया गया है, एतद् द्वारा निम्नलिखित नियम बनाती है; अर्थात्:-

- 1. संक्षिप्त नाम और प्रारंभ.—(1) इन नियमों को सूक्ष्म, लघु और मध्यम उद्यम विकास (सूचना प्रस्तुत करना) नियम, 2016 कहा जाएगा।
 - (2) ये राजपत्र में उनके प्रकाशन की तारीख़ को प्रवृत्त होंगे।
- 2. परिभाषाएं.— (1) इन नियमों में, जब तक संदर्भ अन्यथा अपेक्षित न हो,-
- (क) "अधिनियम" से सूक्ष्म, लघु और मध्यम उद्यम विकास अधिनियम, 2006 (2006 का 27) अभिप्रेत है;
- (ख) "सूचना" से नियम 3 के अंतर्गत उद्यम द्वारा प्रस्तुत किसी सूचना से अभिप्रेत है और इसमें हार्डकापी या सॉफ्ट कापी में कोई आंकड़ा या दस्तावेज शामिल है।
- (2) इन नियमों में जिन शब्दों एवं अभिव्यक्तियों को प्रयुक्त किया गया है और परिभाषित नहीं किया गया है किन्तु अधिनियम में परिभाषित किया गया है उनके अधिनियम में क्रमशः निर्धारित अभिप्राय होंगे।
- 3. सभी सूक्ष्म, लघु और मध्यम उद्यम इन नियमों से उपाबद्ध प्रपत्र में सरकार को अपने उद्यम से संबंधित सूचना प्रस्तुत करेंगे।

3803 GI/2016

4. नियम 3 में उल्लिखित सूचना <u>www.msmedatabank.in</u> पर उसके द्वारा अनुरक्षित डाटा बैंक में केन्द्र सरकार को ऑनलाइन प्रस्तुत की जाएगी।

> [फा. सं. 9(8)/2016-एसएमई] मनोज जोशी, संयुक्त सचिव

प्रपत्र (नियम 3 देखें)





		_ 3	٠
७	J	0	ah.

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मूल विवरण	
• आधार संख्या: *	
• उद्योग आधार संख्या: * उद्योग आधार प्राप्त करना	
• पैन संख्या: *	
• मान्य बटन दबाएं और विवरण प्राप्त करना: * मान्य यूएएन	
• उद्यम का नाम: *	
• श्रेणी इकाई का आकार: *	
• संगठन का प्रकार: *	-
• मुख्य गतिविधि: *	
• राज्य: *	
• जिला: *	
• पिन कोड: *	
• प्रारंभ की तिथि: *	
• ईमेल आईडी: *	
• मोबाइल नंबर: *	
• पत्राचा र का पता: *	
• उद्यम की सामाजिक श्रेणी: *	
• प्राधिकृत व्यक्ति का नाम: *	
• प्रचालन की प्रकृति: *	
• क्लस्टर का नाम (यदि कोई हो):	
•वेबसाइट:	
• उद्यमी कीकोई विशेष श्रेणी	
() भूतपूर्व सैनिक () विकलांग व्यक्ति () महिला () अल्पसंख्यक	

•() कारखाना अधिनियम 194	8 में पंजीकृत है?		
•() इकाई एक अनुषंगी है?			
•() दुकान और स्थापना अधिनि	ोयम में पंजीकृत है?		
यदि कोई अन्य हो, तो कृपया उ	उसका उल्लेख करें		
कारखाना और उत्पाद विवरण			
• उद्यम का पता: *			
राज्य: *	जिला *		
पिन कोड: *			
• नियोजितव्यक्ति: *			
संस्थापित क्षमता (प्रति वर्ष): *			
मात्रा	इकाई:		
• मशीनरी/प्लांट में निवेश(लाख	ब रुपये में): *		
• विद्युत भार: *			
एच.पी .:िक	ज्लोबाट :		
		<u>-</u>	•
• प्रयुक्त मुख्य कच्चा माल:			
	2 3		
• मुख्य क्रेता:			
• पिछले वर्षका कारोबार(रुपये			
	करें: (अपलोड पीडीएफ / डॉक फ	 ग्रदल अधिकतम् आकार	सीमा 1 गमती है।
and it of that the artistics in		त्र इस आजनास माना र	(1111 1 31141 8)
उत्पाद विवरण जोड़े			
•	_ उत्पाद कोड		
	 उत्पादन मापन इकाई		
कृपया मान्य इकाई उपलब्ध क			
	,	•	
'सत्यापन और क्षमता प्रमाणन'	के लिए कृपया यहां क्लिक करें		
अन्य विवरण			
बैंक का नाम :			
बैंक खाता सं			,
सहायता विवरण जोड़ें			

दिनांक	को योजना का नाम	से त	त्री गई	_ (जोड़े)
एसोसिएशन विवरण ज				
दिनांक	से एसोसिएशन का नाम		(जोड़े)	
विकास संगठन द्वारा पथ	। प्रदर्शन (यदि लागू हो)			
	ाम:	Transiturio de la constitución d		
प्रशंसा / पुरस्कार विवर	ण जोड़े			
प्रशंसा / पुरस्कार का ना	म	_ विवरण		
दिनांक	(जोड़े)			
अतिरिक्त अपेक्षाएं				
	गरखाने में सौर ऊर्जा का उपय			
(एच	.पी.)	_ (किलोवाट)		
	इसका इस्तेमाल करना चाहते	हैं?	_ (एच पी)	
(किलो	,			
2. क्या आपने अपनी इव	नाई के लिए ऊर्जा ऑडिट कर <mark>ा</mark>	या है?		
3. क्या आप संयुक्त उद्य	म है?			
यदि हां, तो विवरण प्रस्त	तुत करें।			
यदि नहीं, तो आप संयुत्त	ह उद्यम की योजना बनाना चा	हते हैं?		
4. क्या आप निर्यात कर	रहे हैं?			
यदि हाँ, देश का नाम बल	ताएं 1	2	3	
4				
	नेलों में दिलचस्पी होगी?	-		
<mark>6. क्या आ</mark> पका अपना ख्	ाद का ब्रांड है?			
<mark>यदि हाँ तो</mark> कृपया ब्रांड व	का नाम बताए <u>ं</u>			
7. क्या आपकी विपणन	सहायता स्कीम का लाभ उठ	ाने में रुचि होगी?		
	खरीद में भाग लेने का विचार		•	
9. क्या आप प्रौद्योगिकी	उन्नयन करना चाहते हैं			
	ख करें			
	ो का आयात करना चाहते हैं?			
	ख करें।			
	 मएसई को अपनी प्रौद्योगिकी		 विचार है?	 ,
	कृपया उल्लेख करें			

12. क्या आपका उद्यम आईएसओ प्रमाणित है?
13. क्या आपके उद्यम के पास गुणवत्ता प्रमाणन है?कृपया उल्लेख करें
14. क्या आपकीऋण सुविधा में रुचि होगी?
15. क्या आपको कभी काली सूची में डाला गया है?
सभी (*) चिह्नित क्षेत्र अनिवार्य हैं
* यह प्रमाणित किया जाता है जहाँ तक मेरी जानकारी एवं विश्वास है, डाटा बैंक में प्रस्तुत सूचना सत्य
एवं सही है।
क्या आप रियायती प्रीमियम के साथ बीमा का लाभ उठाना चाहेंगे?

MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES

NOTIFICATION

New Delhi the 29th July, 2016

- G.S.R. 750(E).—In exercise of powers conferred by clause (e) of sub-section (2) of section 29 of the Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006) and in supersession of the Micro, Small and Medium Enterprises Development (Furnishing of Information) Rules, 2009 except as respects things done or omitted to be done before such supersession, the Central Government hereby makes the following rules, namely: -
- 1. **Short title and commencement.**—(1) These rules may be called the Micro, Small and Medium Enterprises Development (Furnishing of Information) Rules, 2016.
- (2) They shall come into force on the date of their publication in the Official Gazette.
- 2. **Definitions.**—(1) In these rules, unless the context otherwise requires,-
- (a) "Act" means the Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006);
- (b) "information" means any information furnished by an enterprise under rule 3 and includes any data or document in hard copy or soft copy.
- (2) Words and expressions used in these rules and not defined but defined in the Act shall have the meanings respectively assigned to them in the Act.
- 3. All micro, small and medium enterprises shall furnish the information relating to their enterprise to the Government in the Form annexed to these rules.
- 4. The information referred to in rule 3 shall be furnished online to the Central Government in the data bank maintained by it at www.msmedatabank.in.

[F. No. 9(8)/2016-SME]

MANOJ JOSHI, Jt. Secy.

FORM (See rule 3)





Data Bank

	etails Data Bank	
	Aadhaar Number: *	
	UdyogAadhaar Number: * Get UdyogAadhaar	
	PAN Number: *	
	Button to Validate and Get Details: * Validate UAN	
	Enterprise Name: *	
	Category Unit Size: *	
	Organization Type: *	
	Major Activity: *	
	State:*	
	District: *	
	Pin code: *	
	Commencement Date: *	
	Email ID: *	
	Mobile Number: *	
	Communication Address: *	
	Enterprise Social Category: *	
	Authorised Person Name: *	
	Nature of Operation: *	
	Cluster Name (If Any):	
	Website:	
	Any Special Category of Entrepreneur	
	erviceman () Person with Disability () Woman () Minority () Registered in the Factory Act 1948?	
	() Unit is an Ancillary?	
	() Registered in Shop and Establishment Act?	
	If any other, please specify	
·y	and Product Details Enterprise Address: *	
	State: * District *	
	Pin Code: *	
	Person Employed: *	

(
(Add)
(Add)

	11 No, Do you wish to plan John Venture:		
4.	Are you exporting?		
	If Yes, Please provide country name 1.	2	3
	4		
5.	Will you be interested in foreign fairs?	-	
6.	Do you have our own brand?		
	If yes please provide Brand name		
7.	Will you be interested in availing Marketing Assistan	nce Scheme?	
8.	Do you intend to participate in Public procurement?	·	
9.	Do you wish to upgrade Technology		
	If Yes please specify		
10.	Do you wish to import Technology?		
	If YES, Please specify country.	Details	
11.	Do you intend to transfer your Technology to other M	MSEs?	
	Please specify		
12.	Is your enterprise ISO certified?		
13.	Is your enterprise has quality certification?		Please specify
14.	Will you be interested in Credit facilitation?		
15.	Have you ever been Black listed?		
	ked fields are mandatory		
	This is to certify that the information furnished in the	e Data bank is true	and correct to the best of my
_	and belief.		
 	Vould you like to avail insurance with discounted prei	mium?	

TECHNICAL BID

FOR

- I. Implementation of Pradhan Mantri Suraksha Bima Yojana (PMSBY) among coir workers all over India.
- II. Registration/Renewal of Coir Units
- III.Registration of Coir Units Under MSME Data Bank of Ministry of MSME

1	GENERAL	
(i)	Name of the Agency	
(ii)	Registered/ Corporate Office Address	
(iii)	Address for communication (including fax and e-mail)	
(iv)	Name of the co-ordinator for contact purpose	
2	ORGANIZATION	
(i)	Year of Registration	
(ii)	Year of operation	
(iii)	Brief details of Head Office and field/ branch offices	
(iv)	Organizational Chart	
(v)	Profile of the organization in brief	
	(For point No. (iii), (iv) and (v), separate sheets may be enclosed. Copies of audited statements of accounts, income tax returns filed for the last 3 years may also be enclosed	
3	MANPOWER	
(i)	Technical Head Office Branch	
(ii)	Administrative Head Offices Branch	
(iii)	Whether a team of manpower is exclusively there for undertaking economic survey/study. If yes, a brief details of the numbers/ educational qualification and average age group	
(iv)	A brief bio-data of the co-ordinator and other vital functionaries proposed for undertaking the study	

4.	PAST EXPERIENCE	
i)	Total No of Surveys/Studies conducted till date a) All India Level b) Zonal Level c) State Level	
ii)	Whether the agency has any work experience in rural areas, other surveys/studies? If yes, please give brief details thereof;	
iii)	Brief details of major clients	
5)	Proposed plan of action envisaged by the organization for completing the works within time frame	
6)	Any other relevant information the agency/individual has to provide being relevant to the study.	

Note: Separate sheets/documents may be attached wherever necessary.

Date:

Signature (Name and Designation) (Address with Office seal)

FINANCIAL BID

FOR

- I. Implementation of Pradhan Mantri Suraksha Bima Yojana (PMSBY) among coir workers all over India.
- II. Registration/Renewal of Coir Units
- III. Registration of Coir Units Under MSME Data Bank of Ministry of MSME

Sl. No.	Name of the State/	Rate quoed per	Rate quoted per unit	Rate quoted per
	UT	worker for	for	unit for entering
		enrolment of coir	registration/renewal	under under
		workers under	of registration of coir	MSME Data
		PMSBY (*)	units (*)	Bank (*)

*	Certified	that th	e rate	quoted	above	are	all	inclusive	and	no	enhancement	will	be	claimed
	later.													

Date:

Signature (Name and Designation of Authorised signatory)

(Address with Office seal)