

COCHIN PORT TRUST

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Instructions to Bidders: Please Complete all the Highlighted Cells before submission

SCHEDULE - "I"

CHECKLIST OF DOCUMENTS



Tender No: T12/T-1953/2021-C

Dated: 26-11-2021

Tender Description :

Monitoring of Ambient Air Quality and Noise Level at Cochin Port area for a period of Three Years (Two years extendable)

Name of the Vendor:

Sl.No	Cl. No	Description of Document	For documents submitted, mark(Yes/No)	Remarks
1	Cl. No. 4 &14 of Notice Inviting Tender	Rs.840/- (Rs. 750/- + GST @12%) furnished in the form of Demand Draft /Banker's cheque drawn in favour of the Financial Adviser & Chief Accounts Officer (FA & CAO), CoPT, payable at Kochi, being the cost of single copy of the tender document		
2	Cl. No. 13 of Notice Inviting Tender & Cl. No. 16 of Instruction to Bidders	Earnest Money Deposit Declaration as per Annexure -2		
3	Cl. No. 20.1 (a) of Instruction to Bidders	Letter of Submission as per Annexure - 1		
4	Cl. No. 2.19 of Instruction to Bidders	Documentary proof for MSME registration		
5	Cl. No. 20.1 (e)of Instruction to Bidders	Duly executed Power-of-Attorney, in original, for signing the Bid duly authenticated by Notary Public as per Annexure - 3		
6	Cl. No. 20.1 (o) of Instruction to Bidders	Declaration as per Annexure - 7		
7	Cl. No.20.1 (k) of Instruction to Bidders	Certified copy of registered Partnership Deed		
8	Cl. No. 20.1 (g) of Instruction to Bidders	Financial details and Audited Financial statements for the last three financial years - Annexure-6		
9	Cl. No. 10 of Notice Inviting Tender	Bid Document and All addenda/Corrigenda duly signed and sealed		
10	Cl. No. 20.1 (h) of Instruction to Bidders	Certificate of approval of Kerala State Pollution Control Board (KSPCB) / Ministry of Environment & Forests (MoEF & CC) / Central Pollution Control Board (CPCB)		

11	Cl. No. 20.1 (i) of Instruction to Bidders	Certificate of NABL Accreditation.		
12	Cl. No. 4 of Instruction to Bidders	Bid Document in PDF format along with an Undertaking that no changes have been made in the Bid Document		
13	Cl. No. 20.1 (p) of Instruction to Bidders	Bank information for e - Payment system as per Annexure - 8		
14	Cl. No. 20.1 (l) of Instruction to Bidders	Copies of EPF, ESI, PAN and GST registration		
15	Annexure-4	Undertaking regarding EPF & ESI registration. (Annexure-4)		

Note: All the documents submitted by the Bidder shall be page numbered. Bidder is required to mention relevant page numbers of his offer while filling up the above format.