

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-1955/2021-C

Dated: 14-12-2021

Tender Description :

Environmental Monitoring of Water and Sediment Quality parameters in the back waters of Cochin Port Trust for a period of 5 years from February 2022

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.1120/- (Rs. 1000/- + 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 (f) of Instruction to Bidders	Details of experience as per Annexures-5a & 5b and Certificates in proof of experience in similar works as detailed under clause 12 of Instruction to Tenderers.		
9	Cl. No. 20.1 (g) of Instruction to Bidders	Financial details and Audited Financial statements for the last three financial years - Annexure-6		

10	Cl. No. 10 of Notice Inviting Tender & Cl. 20.1(j) of Instruction to Bidders	Bid Document and All addenda/Corrigenda duly signed and sealed		
11	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)		
12	Cl. No. 20.1 (i) of Instruction to Bidders	Certificate of NABL Accreditation.		
13	Cl. No. 20.1 (p) of Instruction to Bidders	Bank information for e - Payment system as per <i>Annexure - 8</i>		
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. (<i>Annexure-4</i>)		

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.