

**TATA MEMORIAL CENTRE
TATA MEMORIAL HOSPITAL
ENGINEERING DEPT. 6TH FLOOR,
SERVICE BLOCK, PAREL, MUMBAI-12**

SPECIAL INSTRUCTIONS TO TENDERERS FOR SUBMISSION OF TENDERS

Tenders are required to be submitted in two parts, sealed and super scribed on the envelopes the Name of work and Nature of the Bid – **Technical / Financial**

Enclosing the following requisites :

- | | |
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| A) First Envelope containing
Part B – Financial Bid | Schedule of Rates duly filled. |
| B) Second Envelope containing
Part A – Technical Bid | <ol style="list-style-type: none">1) Book containing Conditions of contract2) <ol style="list-style-type: none">a) Annual Income Tax return filed with I.T. Department.b) Annual turn over of latest five year ending in March 2014 duly certified by Chartered Accountant.3) List of relevant works carried during past 5 years with performance certificate, work order copies etc4) Registration certificate, Sales Tax certificates, if any.5) List of plant - Machinery & Technical Staff6) Earnest Money Deposit should be deposited at the time of opening Technical Bid in the form of Demand Draft, Pay order, F. D. receipt - of the State Bank of India or Scheduled bank in Favour of Accounts officer, TMC. Cheques and bank guarantees will not be accepted.7) Drawings, if any8) Date wise execution programme |

Tenders consisting of the above two envelopes will be received up to **14.30 hrs on 16/02/2015** in the office of Chief Engineer, Engineering Dept. 6th Floor, Service Block, TMC.

All the submissions are to be signed and stamped on every page. Incomplete (in such respects) Tenders are liable for rejection. Only technical bid will be opened on **16/02/2015 at 15.30 hrs** in the presence of tenderers present .