

Technical Bid

APPLICATION LETTER (Specimen)

To,

**Incharge (Fin.& Admn.),
Technology Information, Forecasting and Assessment Council (TIFAC)
'A' Wing, First Floor, Vishwakarma Bhawan, Shaheed Jeet Singh Marg,
New Delhi - 110 016**

**Sub:- Quotation for Nestle brand Tea, Coffee and vending machines on rent
with premises.**

Dear Sir,

In response to your tender notice for the above mentioned contract. I/We, a Company/Partnership/Sole Proprietor submit the tender with following particulars:

Sl. No.	Description	(Yes/No)
1.	Constitution & Nature of Firm (State whether sole proprietor/partnership firm/limited company)	
2.	Year of Establishment	
3.	Registration Number under applicable act with a copy of registration certificate	
4.	Registered Postal Address	
5.	Telephone No. Mobile No.	
6.	List of Clients	
7.	Name and address of Directors, in case of Company. Name and address of Sole Proprietor. Name and address of Partners; in case of partnership firm	
8.	(a) Name of Bankers & Branch with full address (b) type of Account & Number © Name(s) of person(s) operating the account (enclose banker's certificate)	
9.	GST No.	
10.	Nestle Authorization letter	
11.	Documentary proof of having three years of experience in this business	
12.	Undertaking that the agency should not have been blacklisted by any Central /State Government/Public Sector Undertaking in India	

Details of Earnest Money Deposit (EMD):

a)	Pay Order / DD No.	
b)	Date	
c)	Bank name	
d)	Amount (Rs.)	

Having acquired the requisite information related to the subject work, the tender invited by/on behalf of the TIFAC, I/We, the undersigned hereby offer of tea, coffee material with vending machines on rent basis with premixes (Nestle) at TIFAC in accordance with the terms and conditions as indicated by you in the said documents.

Thanking you,

Yours faithfully,

(Name)
Signature

Signed as proprietor/partner/Director who holds power of Attorney on behalf of firm

Name & Address of Firm with seal

Format for Financial Bid

Financial bid in respect of Installation of tea coffee vending machines on rent basis and supply of branded products of Nestle at TIFAC

Products specifications	Rate Per Unit (Rs.) (Tax Paid)	
	Figure	Words
Coffee Premix (1 kg.)		
Premix (Dairy Whitener) (1 Kg.)		
Without sugar (Dairy Whitener) (1Kg)		
Tea Bags (100 bags per box)		
Tomato soup (1Kg.)		
Disposable Paper Cup 150 ml. (5000 cups per carton)		
Sugar Cubes (1 kg pkt...)		
Vending machines per unit (on Rent up to 5 nos.): Four outlet vending machine.		

Name of the Agency _____

Address of the Agency _____

Mobile No. _____

Landline numbers of the Agency _____

Email address _____

No. of years in Business: _____

(Signature of Authorized person on behalf of company)