South Bihar Power Distribution Company Ltd.

General Terms & Conditions
f o r
Cross Checking of Meter Reading Work.

NIT No. 240/PR/SBPDCL /2013

Cost of BOQ Rs. 2,000/-

South Bihar Power Distribution Company Limited (SBPDCL)

Tender Notice No. - 240/PR/SBPDCL/2013

Description of works	Cost of BOQ	EMD	Sale of BOQ	Submission and opening of tender
Tenders are invited from Agency/ Firm/ Company/State and Central Government Undertakings for Cross Checking of Meter Reading Work	Rs. 2000/- (Cash/ BD in favour of Sr. Manager, SBPDL Payable at Patna	Rs.50,000	Working day from 22.07.2013 at 10.00 AM to 12.08.2013 upto 3.00 PM	13.08.13 upto 1.00 PM and 13.08.13 at 3.00 PM

Tender documents are available in the office of the Financial Controller, SBPDL, Patna and also available in downloadable form at website **www.bsphcl.bih.nic.in** Downloaded tender documents must be accompanied with Demand Draft in favour of Sr. Manager, SBPDL Payable at Patna towards the cost of BOQ failing which the tender shall be summarily rejected.

Financial Controller
South Bihar Power Distribution Co.Ltd.

For complains regarding corruption Vigilance Help Line No.- 9431821485, 0612-2504969, Consumers can deposit electricity bills via Sahaj Vasudha Centre or via bsebbills.org

General Terms & Conditions for Cross Checking of Meter Reading Work including Spot Billing under SBPDCL

Tenders are invited from Agency/ Firm/ Company/ State and Central Government Undertakings for Cross Checking of Meter Reading Work including Spot Billing under the jurisdiction of SBPDCL for all LT consumers except HT.

Various agencies are presently engaged for carry out 100% meter reading, image of Meter reading, bill generation including Spot Billing through Spot Billing Machine (SBM). However, a lot of complaints have come to our notice. The bills generated are mostly on the basis of MMC, Average, Door lock, etc. and not on the basis of actual consumption shown in the meter installed in the premises of the consumers. As such, it has been decided that a separate agency may be engaged who will visit the premises of the consumers whose meter reading was done by the agencies and cross check the meter reading of 5% of consumers and to confirm whether the meter reading of the consumers are on the basis of actual consumption or not.

(2) DETAILS OF ELECTRIC SUPPLY CIRCLE/ DIVISION/ SUBDIVISION WISE EFFECTIVE CONSUMERS.

Details of Electric Supply Circle/ Division/ Subdivision wise effective consumers are enclosed as **ANNEXURE – 'A'**.

(3) SCOPE OF WORK

Scope of work covers Cross Checking of at least 5% of total Meter Reading/Spot Billing done by the various agencies. Details are as under:-

(i) The successful tenderer will obtain data of the Meter Reading & Spot billing done by the Agencies of the concerned Division/ Subdivision and visit the premises of the consumers whose Meter Reading/Spot billing was done and cross check the meter reading, obtain image of the meter to ascertain the actual consumption.

(ii) Prepare Comparative Statement regarding Meter Reading /Spot billing done by the Billing Agency and successful tenderer in the format and to submit the same to the Company Head Office.

(iii) The successful tenderer shall ensure photograph of meter with meter reading and meter number should be clearly visible and submit the image of readings in CD showing image number against each consumer whose cross checking was done by them. Non-submission of photograph will be treated as non taking of cross checking of meter reading and accordingly, payment will not be admissible.

(iv) The successful tenderer will have to take meter reading as per the provisions made in the Bihar Electricity Supply Code, 2007 and instructions issued by the SBPDCL from time to time.

(v) The successful tenderer shall provide at least a Nodal person who will sit in the SBPDCL Head Office for day-to-day co-ordination between SBPDCL officials and Cross Checking Person.

(4) QUALIFYING CRITERIA

(i) Tenderer should have a minimum of 2 (two) years of experience for managing a workforce of more than 50 (fifty) employees.

(ii) The tenderer should have sufficient numbers of manpower and experienced Supervisor who can cross check the Meter Reading Work including Spot Billing

(iii) Tenderer should have capability of providing services at multiple location of SBPDCL.

(iv) Tenderer should have Service Tax No. and PAN.

(v) Tenderer should be registered with E.P.F.

(vi) The tenderer must have a Minimum Average Annual Turnover of Rs. 2.00 (two) crores, for best 3 (three) Financial Years out of 5 (five) years. The tenderer should submit self attested audited copy of Profit & Loss A/c and Balance Sheet / Income Tax Return of the last 3 (three) years in support of their Annual Turnover.

(vii) The tenderer should not be blacklisted by any State Electricity Board / Power Sector Companies/ State Govt. / Central Govt./ State and Central Undertakings and / or convicted by a Court of law. The tenderer will submit an Affidavit in this regard in the prescribed format.

(5) SUBMISSION OF TENDER DOCUMENTS

Tender in duplicate should be submitted in two parts i.e. Part-I for Technical & Commercial Part (**ANNEXURE "B")** and Part-II for Price Part

(**ANNEXURE "C")** in separate sealed envelopes marked clearly "Original" and "Duplicate" and in case of discrepancies between them original shall prevail. The tenderer must mention Part-I for Technical & Commercial Part and Part-II for Price Part on the sealed envelopes. The tenderer should also mention the name of the Agency/ Firm/ Company/ State Central Govt. Undertakings with address, telephone no., Mobile no., Fax no., NIT No., due date of opening of the tender and details of the Earnest Money deposited on the cover of both the sealed envelopes. Tender received in unsealed/ open envelopes will be rejected.

Sealed tender (in duplicate) shall be submitted in the office of the Financial Controller, SBPDCL, Vidyut Bhawan, Patna latest by 13.08.2013 up to 1.00 PM. The tender document will be available for sale from 22.07.2013 at 10.00 AM to 12.08.2013 up to 3.00 PM. The last date of submission of tender (Part-I and Part-II) 13.08.2013 up to 1.00 PM. The tender documents received after 1.00 PM on 13.08.2013 even due to postal delay will not be accepted. The Part-I i.e. Technical & Commercial Part will be opened on 13.08.2013 at 3.00 PM in presence of tenderers or their authorized representatives. The tenderer who will qualify Part-I i.e Technical & Commercial Part, would be communicated for opening of Part-II.

(6) COST OF BOQ

Tender documents containing Terms & Conditions along with prescribed format for furnishing required information/details can be obtained from the office of the Sr. Manager (F&A) SBPDCL, Patna on any working day from 22.07.2013 at 10.00 AM to 12.08.2013 at 3.00 PM on payment of Rs.2000/- (Rs. two thousand) only (non-refundable) either in cash or Bank draft drawn in favor of Sr. Manager (F&A) , SBPDCL, payable at Patna.

The tender documents are also available in downloadable form at websites ***http://bseb.bih.nic.in.*** Downloaded tender documents must be accompanied with Demand Draft of Rs 2000/- in favour of Sr.Manager (F&A),SBPDCL,payable at Patna toward the cost of BOQ failing which the tender shall be summarily rejected.

(7) PRE- BID MEETING

Managing Director/ Financial Controller, South Bihar Power Distribution Co. Ltd. shall hold a Pre-Bid Meeting with the representative of the interested Bidders on 30.07.2013 at 11.00 A.M. in the Conference Hall, Vidyut Bhawan, Baily Road, Patna. The interested Bidders will have to send their queries for Pre-Bid Meeting latest by 26.07.2013 through e-mail (ibprasad55@gmail.com) or Fax (No. 0612-2504014). All queries to be raised in the Pre-Bid Meeting will relate to this tender only.

(8) VALIDITY OF TENDER

The offer of the tenderer should be valid for at least six months from the date of opening of the Part-I i.e. Technical and Commercial Part.

(9) EARNEST MONEY

(a) Tender must be accompanied with non interest bearing Earnest Money of Rs. 50,000/- (Rupees fifty thousand only) failing which tender will not be considered for opening of the Price Part.

(b) The Earnest Money should be deposited in form of Bank Draft issued by a Nationalised Bank/Scheduled Bank only drawn in favour of Sr.Manager (F&A) SBPDCL, payable at Patna.

(c) Cheques will not be accepted.

(d) No Earnest Money will be accepted after the due date and time of submission of tender document.

(e) Earnest Money deposited with other NIT will not be adjustable with this NIT.

(f) No Bank commission or interest will be paid on the Earnest Money.

(10) EXEMPTION FROM DEPOSITING OF EARNEST MONEY

State Government, Government of India and State Govt. & Central Govt. Undertakings are exempted from deposit of Earnest Money.

(11) FORFEITURE OF EARNEST MONEY

(a) If a tenderer withdraws its offer after opening of Technical & Commercial Part (Part-I) or Price Part (Part-II) before validity period of the tender, the earnest money deposited by them will be forfeited.

(b) If a successful tenderer fails to deposit requisite amount towards the Performance Security within specified time as per intimation/ request of the Company.

(c) If a successful tenderer fails to execute an Agreement within specified time as per intimation/request of the Company.

(12) PERFORMANCE SECURITY

The successful tenderer will deposit Rs. 2,00,000/- (Rupees two lacs) as Performance Security which is non interest bearing either in cash or in form of Bank Draft or Bank Guarantee issued by a Nationalized Bank/Scheduled Bank only drawn in favour of Sr. Manager (F&A),SBPDCL, payable at Patna.

(13) REFUND OF EARNEST MONEY AND PERFORMANCE SECURITY

Earnest Money deposited by the unsuccessful tenderer will be refunded to the tenderer immediately after finalization of the tender. Earnest Money will be refunded to the successful tenderer on receipt of Performance Security. Further, the Performance Security will be refunded/ returned to the successful tenderer after successful completion of the Contract Agreement and settlement of accounts within six (6) months of completion of contractual period.

(14) FORFEITURE/ ENCASHMENT OF PERFORMANCE SECURITY

The Performance Security will be forfeited/ encased in case of unsatisfactory performance of the successful tenderer. The decision of the Apex Board shall be final and binding on successful tenderer.

(15) PRICES

Prices shall be firm and shall not be subject to any price variation or adjustment on account of any price escalations throughout the execution of the contract. Price bid has to be submitted in prescribed format. The price bid must be without any assumption, condition, qualification, reservation or variation. Conditional tender offer or offers at variance from prescribed specification would be ineligible to compete for the tender. Bidder is required to quote the rate on per consumer basis in the prescribed format shown in ANNEXURE- C.

(16) WORKABLE RATE FOR CROSS CHECKING OF SPOT BILLING

Rs.7.00 (Rs. seven) only per consumer per month plus Service Tax as applicable on production of documentary evidence of cross checking of Meter Reading / Spot billing has been considered as workable rate. The tenderer, in case offers below the workable rate will not be considered.

(17) EVALUATION OF PART-II i.e. PRICE PART:

The Part-II i.e. Price Part will be evaluated on the basis of the rate offered by the tenderers.

(18) ALLOTMENT OF THE WORK:

The successful L-1 tenderer shall be allotted the work pertaining to cross checking of the Meter Reading/Spot Billing of Low Tension (L.T.) Consumers (other than H.T. consumers) under the jurisdiction of the SBPDCL.

(19) REMUNRATION TO THE PERSON ENGAGE FOR CROSS CHECKING OF SPOT BILLING :

The Agency will ensure payment of at least 75% of approved rate to the person to be engaged for Cross checking of Meter Reading /Spot billing.

(20) AGREEMENT:

The successful tenderer will have to execute an Agreement with the Financial Controller, SBPDCL, Patna after depositing the amount/submission of B.G. against Performance Security.

(21) PENALTY

(a) Penalty @ Rs. 100.00 (Rs. hundred) per consumer for deficiencies in cross checking of Meter Reading /Spot-Billing including not taking image of Meter reading.

(22) ACTION FOR FALSE /TABLE READING CROSS CHECKING

In case it is detected that the Agency has submitted false/table reading i.e. not based on the actual reading displayed in the meter, necessary action will be taken against the Agency/ person of the Agency to be engaged for the work by the the Financial Controller, SBPDCL, Patna

(23) CONTRACT PERIOD

Cross checking of Meter Reading /Spot Billing contract shall be in force for a period of 1(one) years from the date of LOA. The performance of the Agency shall be reviewed every month and shall be terminated in case of poor performance. SBPDCL reserves the right to extend or reduce the term of contract.

(24) MANPOWER DEPLOYMENT

The manpower deployment by the Bidder should be suitably qualified for Cross Checking of Spot Billing. The successful tenderer has to deploy at least one person for every 1,000 (one thousand) consumers for the Cross Checking of Spot Billing work and at least one Supervisor over every 5,000 (five thousand) consumers per month.

(25) SUBLETTING OF CONTRACT :

The bidder shall not be allowed to sublet/subcontract the contract to any other contractor.

(26) PAYMENT TERMS:

The Paying Officer will be the Sr. Manager (F&A) SBPDCL, Patna. The Agency will submit the service charge bill to the Sr. Manager (F&A) SBPDCL.

(27) EXECUTION OF THE WORKS NOT COVERED IN THE AGREEMENT:

Any other work not covered under this scope of tender document may be assigned to successful tenderer on mutually agreed terms & condition at Company's notified rate, if any.

(28) PANEL OF SHORT LISTED TENDERERS:

After awarding the work to the L-1 tenderer, a panel of the short listed tenderers will also be prepared out of the successful tenderers other than L-1 tenderers. In case of un-satisfactory performance or otherwise the work being done by L-1 tenderers may be allotted to another short listed tenderers on same rate and terms & conditions of L-1 tenderers.

(29) CONDITION FOR TERMINATION OF CONTRACT AGGREEMENT:

Financial Controller, SBPDCL, Patna will have the authority to terminate the contract of successful tenderer and allot the same to any other willing valid tenderer in case of unsatisfactory performance of the successful tenderer and the Performance Security will also be forfeited. The performance will be reviewed initially at every month. The Contract can also be terminated prematurely in case of introduction of change of system of the instant tender.

(30) BLACK LISTED FROM ANY SEBS/ POWER SECTOR/ STATE GOVT./CENTRAL GOVT/ STATE AND CENTRAL GOVT. UNDERTAKINGS CONVICTED BY COURT OF LAW:

The tenderer should not be blacklisted by any State Electricity Board / Power Sector Companies/ State Govt. / Central Govt./ State and Central Undertakings and / or convicted by a Court of law. The tenderer will submit an Affidavit in this regard in the prescribed format **(ANNEXURE "D").**

(31) TRAINING TO THE PERSONNEL

The successful tenderer will submit the name and qualification of the personnel to be engaged for Cross Checking of of Meter Reading/ Spot Billing for arranging training so that the authorised personnel of the successful tenderer may not face any difficulties.

(32) ISSUE OF IDENTITY CARD

After successful training, Identity Card duly signed by the Electrical Superintending Engineer, Electric Supply Circle concerned and the Authorised Signatory of the successful tenderer will be issued to all the authorised personnel of the successful tenderer who will be engaged for Cross Checking of Spot Billing of Monthly Energy Bills so that they may not face any difficulty in visiting the premises of the consumers.

(33) AUTHENCITY OF THE DOCUMENTS

Every page of tender document along with enclosure must be signed by the tenderer.

(34) JURISDICTION OF THE COURT:

In case of any legal dispute arising out of this tender/ contract, the jurisdiction shall be the Courts at Patna only.

(35) SUBMISSION OF REPORT AS DESIRED BY SBPDCL:

Successful tenderer will submit report as and when required at different level of SBPDCL.

(36) COMPLIANCE OF RULES AND REGULATIONS :

The rules and regulations issued by the SBPDCL time-to-time as well as BERC have to be followed by the tenderer.

(37) LEGAL STATUS :

The legal status of the successful tenderer will be the same as of Agent and in no case; he will be treated as a Licensee under the Electricity Act, 2003 or any other Acts. He shall ensure compliance of all the regulations, legal and other reporting requirements as applicable to SBPDCL for the area under his jurisdiction.

(38) ENGAGEMENT OF PERSONNEL

The successful tenderer will engage the personnel for the purpose of execution of works assigned under this works related contract agreement as per their own Terms and Conditions. The compliance of all statutory provisions with regard to its employees will be the sole responsibility of the successful tenderer. Any financial loss to the SBPDCL in this context will be made good by the successful tenderer. Further, the personnel employed by the successful tenderer will have no claim of employment or compensation, if any, from the SBPDCL. The successful tenderer will abide by all the laws of the land. Ensuring good antecedents of personnel deployed shall be sole responsibility of the bidder.

(39) ROTATION OF THE PERSON AND SUPERVISOR

The Person and Supervisor to be deputed for Cross checking of Meter Reading/ Spot billing shall be rotated every 3 (three) month in consultation with Electrical Superintending Engineer, Electric Supply Circle concerned.

(40) GENERAL

(i) The successful tenderer has to maintain backup data of meter photographic images and shall furnish information at any time as desired by the SBPDCL Officials.

(ii) Financial Controller, SBPDCL, Patna shall not be responsible for any postal delay, non-receipt/ non-delivery or late receipt of tender document.

(iii) Financial Controller, SBPDCL, Patna reserves the right to extend the date of submission/opening of the tender, and/or reject any or all the tender without assigning any reason thereof.

(iv) In the event of any dispute or difference arising during the subsistence of the contract hereby touching any clause, matter, interpretation or things herein contained or of the operation of contract hereof or the right, duties, or liabilities of either party under or in connection therewith, then and in every such case except wherein otherwise stated, the decision of the Financial

Controller, SBPDCL, Patna upon such dispute or differences shall be final and conclusive and binding upon each of the parties hereto.

(v) The successful tenderer will have to arrange manpower and other infrastructure at the Billing Unit immediately after issue of the Work Order.

(vi) Person to be engaged for Cross checking of Meter Reading/ Spot billing access is limited up to meter place at consumer premises.

(vii) Representative of successful tenderer will enter abnormalities found at consumer premises into the meter, etc. e.g. broken meter seal, any lose wires, stopped/burnt meter, meter changed etc.

(viii) All other work relating to Cross checking of Meter Reading/ Spot Billing.

(ix) All related reports and return as and when required by the SBPDCL.

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Annexure – A

Name of Electric Supply Circle	Name of Electric Supply Division	No. of effective Consumer
PESU East Circle	Patna City	37704
	Gulzarbag	35817
	Rajendra Nagar	20041
	Kankarbagh	56471
	Bankipur	22122
PESU West Circle	New Capital	56712
	Dakbunglow	24101
	Patliputra	37473
	Gardanibag	27107
	Danapur	64578

ANNEXURE- B

PART-I i.e. Technical and Commercial Part

Sl	Information/Documents	Supporting documents to be submitted	Page
1.	NIT No.		
2.	Name of the Bidders		
3.	Full Address		
4.	Tel./ Mobile/Fax No./E-mail		
5.	The Bidder should have made a payment of Rs. 5000/- (Rs. five thousand) for the BOQ document.	Proof of payment of cost of BOQ Rs.5000(five thousand)/ DD for Rs. 5000/-(if BOQ Document is downloaded) must be furnished.	
6	The bidder should have experience of at least 2 years in customer based Public Utility related works and managed a work force of more than 50 (fifty) employees.	Self attested coy of Work Orders and Performance certificate	
7	The bidder should have sufficient number of its own experienced qualified manpower.	Self attested list of employees with qualification.	
8	The bidder should have registration with Service Tax Authority.	Self attested xerox copy of Service Tax Registration.	
9	The bidder should have EPF registration.	Self attested xerox copy of Registration	
10	The bidder should have Income- Tax PAN No.	Self attested xerox copy of PAN No.	
11	The bidder should have a Minimum Average Annual Turnover of Rs. 2 Crore (Rs. Two crore) for best 3 (three) Financial Years out of 5(five) years.	Self attested xerox copy of Audited Profit & loss A/c and Balance Sheet/Income Tax Return of the last 3 (three) years in supports of theirAnnual Turnover.	

12.	(a) Whether blacklisted by any SEBs/ Power Sector Companies, State Govt./ Central Govt./State and Central Govt. Undertakings? If blacklisted, indicate details. (b) Whether convicted by any court of Law? If convicted, indicate details.	Affidavit	
14	The bidder should be a Company registered under the Company Act 1956 or Partnership Firm registered under the Partnership Act, 1932.	Self attested xerox copy of Certificate of registration and incorporation Registration Certificate.	

Date : **Signature of Bidder with Seal**

ANNEXURE- C

PART-II i.e. PRICE PART

1. NIT No. :
2. Name of Electric Supply Circle :
4. Name of the Bidder :
5. Address :
6. Tel./ Mobile/Fax No. :
7. Rates :

Items	**Rate per consumer per month**	
	Rupees in figure	Rupees in words
Rate for checking of Meter Reading/ Spot Billing		

Note : 1. The rate is exclusive of Service Tax.

Signature of Bidder
with seal

Date : _____

ANNEXURE – D

The Notary (Public) Civil Court,.....

I ..... aged about ..... years, son of ..... R/O Moh./Vill ..... P.S ..... Distt. ..... do hereby solemnly affirm state as follows :

1. That I am the Proprietor of M/s .....
2. That my Agency/ Firm/ Company/ Registered Societies/ State and Central Government Undertakings has been allowed to participate in the Tender for checking of meter reading of spot billing pertaining to Low Tension (L.T.) Consumers for Electric Supply Circle ..... vide NIT No. .....PR/SBPDCL/2013 by the South Bihar Power Distribution Co. Ltd, Patna.
3. That, I have neither been convicted nor any cognizance has been taken against me by any Court of Law till date.
4. That, my Agency/ Firm/ Company/ Registered Socities/ State and Central Government Undertakings has not blacklisted from any State Electricity Board/ Power Sector / State Government/ Central Government / State & Central Government Undertakings.

The above statement is true to the best of my knowledge and belief.

Witness

Depondent

1 .....

2 .....

Annexure- E

PROFORMA OF BANK GUARANTEE FOR PERFORMANCE SECURITY

(To be stamped in accordance with stamp Act)

Ref. _____ Date _____

Bank Guarantee No. _____ Date _____

To,

The Electrical Superintending Engineer,

Electric Supply Circle.....

Dear Sir

In consideration of South Bihar Power Distribution Co. Ltd. (hereinafter referred to as the 'Owner', which expression shall unless repugnant to the contest or meaning there of include its successors, administrators and assigns) having awarded the work of cross checking of Meter reading and Spot Billing in PESU (East) / PESU (West) of Low Tension Consumers to M/s _____ with its registered/Head office at _____ (hereinafter referred to as "Contractor" which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), by Letter of Award No. _____ dated _____ and the same having been acknowledged by the "Contractor", resulting in a Contract to be executed for which the "Contractor" having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract amounting to Rs._____ (Rupees _____) only.

We _____ (Name & Address of Bank) ,having its Head Office at (hereinafter referred to as the 'Bank', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns} do hereby guarantee and undertake to pay the Owner, on demand any or all monies payable by the "Contractor" to the extent of Rs. _____ Lakh (Rs. _____)

Only as aforesaid: at any time up to _____ (days/month /year) Without any demur, reservation, contest, recourse or protest and/or without any reference to the "Contractor".

Any such demand made by the Owner on the bank shall be conclusive and binding notwithstanding any difference between the Owner the "Contractor" or any dispute pending before any Court, Tribunal, Arbitrator or any other authority, The Bank undertakes not to revoke this guarantee during its currency without previous consent of the Owner and further agrees that the guarantee herein contained shall continue to be enforceable till the Owner discharges this guarantee.

The Owner shall have the fullest liberty without affecting in any way the liability of the Bank under the guarantee, from time to time to extend the time for performance or the Contract by the "Contractor". The Owner shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the

exercise of any powers vested in them or of any right which they might have against the "Contractor", and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner and the "Contractor" *or* any other course or remedy or security available to the Owner. The Bank shall not be released to its obligations under these presents by any exercise by the Owner of its liberty with reference to the matters aforesaid or any of them or by reason of any other act of omission or commission on the part of the Owner or any other indulgences shown by the Owner or by any other matter or thing what so ever which under law would, but for this provision have the effect of relieving the Bank.

The bank also agrees that the Owner at its option shall be entitled to enforce this guarantee against the Bank as a principal debtor, in the first instance without proceeding against the "Contractor" and not withstanding any security or other guarantee the Owner may have in relation to the "Contractor's liabilities.

Notwithstanding anything contained herein above our liability under this guarantee is restricted to.....and it shall remain in force up to and including ..... and shall be extended from time to time for such period (not exceeding one year), as may be desired by M/s ..... on whose behalf this guarantee has been given.

Dated this ..... day of ..... 20 ..... at .....

WITNESS :

.....	.....
(Signature)	(Signature)
.....	.....
(Name)	(Name)
.....	.....
(Official Address)	(Official Address)

Attorney as per power of Attorney No. ..... Date .....