



*cmpdi*

A Mini-Ratna Company

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड  
(कोल इण्डिया लिमिटेड की अनुबंधी कंपनी / भारत सरकार का एक लोक उपकरण)  
कोट्रीय संस्थान-१, वेस्ट एण्ड, जी. टी. रोड, आसन्सोल-७१३०४  
Central Mine Planning & Design Institute Limited  
(A Subsidiary of Coal India Limited / Govt. of India Public Sector Undertaking)  
Regional Institute-1, G.T. Road West, Asansol-713304  
CORPORATE IDENTITY NO. U14292JH1975G01001223

Ref.No.: CMPDI/RI-I/S&P/Cartridge/103/17-18/ 364

08.09.2017

### NOTICE INVITING TENDER

Sealed tenders are invited from OEM /Authorized dealers/ Reputed suppliers for purchase of Printer Cartridges for use at CMPDI RI-I, Asansol.

a) Estimated Value : **Rs. 124994.00 (Exclusive of GST)**

b) Tender Fee in INR : **Rs 100.00**

c) Earnest Money : **Rs 2500.00**

e) Date of Commencement of Tender : **08.09.2017 (from 11.00 AM onwards)**

f) Last date & time for submission of offers : **22.09.2017 up to 03:00 PM**

g) Due date & time of opening of Offers : **22.09.2017 at 04:00 PM**

h) Validity Period of Offer : **120 days from the date of opening**

i) Type of Tender : **Single Part**

**NOTE:**

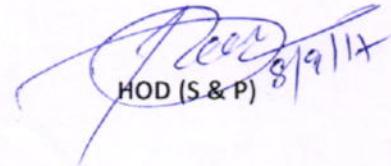
- 1. IF THE TENDER IS NOT OPENED ON THE ABOVE DATE, DUE TO UNFORESEEN CIRCUMSTANCES, THEN IT WILL BE OPENED ON THE NEXT WORKING DATE.**
- 2. BIDDERS OR THEIR AUTHORIZED REPRESENTATIVES MAY ATTEND THE OPENING OF THE TENDER. HOWEVER, AUTHORISED REPRESENTATIVES MUST PRODUCE A POWER OF ATTORNEY IN THEIR FAVOUR.**

Tender document can be obtained from the office of **HOD (S & P)**, CMPDI, RI-1, Asansol from **10.30 AM to 4.00 PM** on all working days from **8.09.2017 to 22.09.2017** on remittance of tender fee (**Nonrefundable / Non transferrable**) either by crossed DD drawn in favour of "CMPDI Ltd., Regional Institute-I, Asansol" on any Nationalized / Scheduled Bank payable at Asansol preferably on "State Bank of India" or in the form of money receipt issued by the Cash Section, CMPDI, RI-1, Asansol in support of deposition of requisite money.

Tender documents can also be downloaded from CMPDI'S website [www.cmpdi.co.in](http://www.cmpdi.co.in) & Government website [www.tender.gov.in](http://www.tender.gov.in) during the period from **08.09.2017 to 22.09.2017**. In case of tender document obtained by downloading from Website, cost of tender document shall have to be deposited

by the bidder in the form of "Demand Draft" drawn in favour of "CMPDI Ltd., Regional Institute, Asansol" on any Nationalized / Scheduled Bank payable at Asansol preferably on "State Bank of India". Bidders shall be solely responsible for the correctness of the downloaded tender documents.

In case of any discrepancy between the tender documents downloaded from the website and the master copy available in the office, the latter shall prevail and will be binding on the bidders. **No claim on this account will be entertained.**



HOD (S & P)  
8/9/17

**INSTRUCTIONS:**

1. Tenderers are advised to go through the Tender Document carefully and submit their offer accordingly complete in all respect with supporting documents, wherever asked for.
2. Tenders are invited from OEM / Authorized Dealers / Reputed Suppliers of the materials only as indicated in the schedule of requirement given in Annexure-I.
3. No deviation from this document is acceptable. The terms of conditions of this NIT are binding on all bidders and no deviation from the same shall be acceptable. Bids which are found in deviation in any form from this document are liable for rejection without any back reference to the tenderers.
4. Tenderer shall furnish their offer in sealed cover addressed to the HOD(S&P). Refer Terms & Conditions (Annexure – II) of this NIT for details regarding the mode of submission of bids.
5. The offers should be dropped in the designated 'TENDER BOX' kept in the Office of HOD(S&P), RI-I, CMPDI, Asansol.
6. Tender must be accompanied by self-attested copies of PAN, GST Registration Certificate, and Credentials.

Encl:

- a) Annexure-I (Schedule of Requirement)
- b) Annexure-II (Terms and Conditions)
- c) Annexure-III (Check List)
- d) Annexure-IV (Mandate form for NEFT/RTGS/Fund Transfer)

**SCHEDULE OF REQUIREMENT**

Sl. No.	Name of,Printer for which cartridge is required	Type of Cartridge	Make of Cartridge	Model No. of Cartridge	Quantity required
1	TVSE 945 DMP	Ribbon	TVS	TVSE 0105	20
2	Brother MFC- L 2701 DW	Printer Toner	Brother	TN -2365	4
3	Brother HL-5350DN Laserjet printer	Printer Toner	Brother	TN-3250	6
4	Brother HL- 5350DN	Drum Cartridge	Brother	DR 3217	6
5	HP 1025	Printer Toner	HP	CE 310 AS	1
6	Samsung MLT 2571	Printer Toner	Samsung	MLT 2010D3	1
7	Samsung Pro Express M3320ND	Printer Toner	Samsung	MLT-D203S	2

**Terms & Conditions:**

**1. Mode & Method of Submission of Tender**

The bidders must submit their offer up to the scheduled time and date and should cover the following –

a) **Application Fee & EMD**

**Application Fee** should be either in the form of Bank Draft or cash receipt from CMPDI, Asansol. **EMD** should be in the form of Bank Draft only. Bank Draft should be drawn in favour of CMPDI LTD., Regional Institute-I, Asansol on any scheduled bank payable at Asansol preferably on "State Bank of India"

Application fee / Earnest Money should be deposited in a separate envelopes super scribng 'Application Fee' and 'Earnest Money Deposit'.

**Government (State/Central)/Public Sector Undertakings/Firms having valid NSIC registration/ Firms registered under MSME Development Act 2006 for the EMD/ Security Deposit are exempted from submission of EMD/Security Deposit against valid documentary evidence.**

In case Earnest Money is not submitted, the offer shall be **out-rightly rejected** without any reference on this subject. EMD shall be refunded to the unsuccessful bidder immediately after finalisation and award of the tender.

For successful bidder EMD will be converted to Security Money which will be refunded to the firm on certification after completion of the manufacturer's guarantee period or one year, whichever is later from the date of final acceptance of the materials by CMPDI, RI - I, Asansol.

The deposits like Earnest Money will not carry any interest during its period of retention.

**THE DEPOSITS LIKE EARNEST MONEY MAY BE FORFEITED:-**

- i) If any bidder withdraws their offer after tender opening during the period of tender validity.
- ii) If the bidder fails to execute the order job after acceptance of order within the specified time limit or does not fulfill any of the terms & conditions.

The offer shall be rejected if any tampering in the tender document is found to be done at the time of opening the offer.

b) **Quoted Item-wise Price including applicable taxes and duty:** The rates of taxes and duties applicable should be quoted. The offers should indicate rate per unit inclusive of discount, if any, total price and delivery terms. The rate shall be quoted both in words and in figures on FOR-destination basis. If there is any discrepancy between the rates quoted in words and in figures, the rate enclosed in figures shall be considered. The offer should indicate rate per unit, discount, if any, total and delivery terms.

The price should be quoted as per the following format on the **letterhead of the bidder** duly signed and stamped:

Sl No.	Make of the Printer	Model	Cartridge Model No.	Qty. (Unit)	Rate Cost/ Unit (Exclusive of GST) (₹)	Rate of CGST/SG/ SGST/IGST/ Cess in (% and ₹)	Net Cost per Unit Inclusive of GST (₹)	Total Cost (₹)	Manufacturer's Warranty (Months)
1	TVSE	945 DMP	TVSE 0105	20					
2	Brother	MFC- L 2701 DW	TN -2365	4					
3	Brother	HL-5350DN	TN-3250	6					
4	Brother	HL- 5350DN	DR 3217	6					
5	HP	1025	CE 310 AS	1					
6	Samsung	MLT 2571	MLT2010D3	1					
7	Samsung	Pro Express M3320ND	MLT-D203S	2					

- c) Bidders may quote for one or all items contained in the Schedule of Requirement (Annexure – 1). However, the quantity of offer for the quoted item(s) should be same as shown in the Schedule of Requirement (Annexure – 1).
- d) Offer should be valid for 120 days from the date of opening of the bid
- e) Checklist showing deviations, if any, from the tender document commercial terms & conditions against each clause as per Annexure- III

## 2. Commercial terms

### i) Eligibility:

Bids from OEM / Authorized dealers must contain a self - attested and stamped copy of their OEM status / valid Authorized Dealership of the item(s) for which bid is placed.  
 Bids received from bidders other than Authorized dealers must contain information regarding the bidder having supplied at least 25% of the total number of items contained in schedule to any Govt. deptt. / PSU during the last 5 years along with proof of supply (copy of supply order along with either received challan or affidavit on bidder's letterhead for having successfully made this supply).  
All bidders shall submit an undertaking on their letterhead for not having been blacklisted by any firm at any time till date for any reason, whatsoever.

### ii) GST: CMPDIL, RI-1, Asansol have GSTIN No- **19AAACC7475N1Z1** having address - CMPDI LTD , REGIONAL INSTITUTE-I, G.T ROAD ( WEST) , ASANSOL- 713304 ( West Bengal).

#### Details of GST Registration of the bidders (to be filled by Bidders)

Name of Bidders as per GSTIN Information	GSTIN No of Bidders	STATE in which is Registered	Type of Registration ( Regular/ Composition scheme/ Exempted From Registration) <b>( To be clearly mentioned by Bidder)</b>

The bids must include the following information:

**a) Copy of GST Registration certificate towards GST duly self-attested, if applicable**

**b) Copy of exemption certificate towards GST/SGST/IGST duly self-attested, If applicable.**

Mandatory registration of bidder with statutory authorities like GST, is required, unless they are specifically exempt from registration under specific notification/circular/ section/rule issued by statutory authorities. The bidder claiming exemption in this respect shall submit supporting documents as well as certificate from Practicing Chartered Accountant having certificate of Practice and valid membership number of ICAI that Bidder is fulfilling all the conditions prescribed in notification to make him exempt from registration.

For Example: If bidder is exempted from Registration under CGST ACT, 2017 due to his aggregate turnover is less than 20 lakhs then bidder has to submit the copy of Notification along supporting documents which prove that turnover of their business is less than 20 Lakhs and certificate from practicing Chartered Accountant having certificate of Practice and valid membership number of ICAI that Aggregate turnover from all business is less than 20 Lakh, hence he is exempted from Registration under GST Act, 2017.

**c) If bidder is eligible for charging lower than the normal rate is applicable (**where Bidder has opted Composition Scheme**), then bidder has to submit the authentic documents for such.**

**d) The legally applicable rate of CGST/SGST/IGST/ Cess should be clearly mentioned.**

**e) In case of COMPOSITION TAX, the supplier is liable to pay tax at concessional rate but can't collect any tax from CMPDIL and on the invoice, it should be mentioned by the supplier that "composition taxable person not eligible collect tax on supplies" The supplier shall be entirely responsible for all taxes and other such levies imposed as per GST or by any other law by government from time to time, including all Bank Charges.**

**f) The supplier also shall comply the provisions of GST including "Anti Profiteering clause" of GST.**

**g) The bidder shall indicate their GST Reg. No and should submit GST Reg. Certificate along with the offer, if applicable. The successful Bidder shall comply with GST requirements as per law, without any financial implication to CMPDIL, RI-1.**

**h) The tax invoice raised by the supplier against the goods supplied must be in compliance of relevant GST Acts, rules & notifications made thereunder and should bear the GSTIN **19AAACC7475N1Z1** of CMPDI Ltd in case of supply to CMPDI Ltd within the state of West Bengal.**

Supplier shall ensure timely submission of correct invoice(s) as per GST rules/ regulation, with all required supporting document(s) within a period specified in contract to enable CMPDIL to avail input credit of GST(CGST & SGST/UTGST or IGST). Further, returns and details required to be filled under GST laws & rules should be timely filed by Supplier of Goods/ Services with requisite details. If input tax

credit is not available to CMPDIL for any reason which is not attributable to CMPDIL, then CMPDIL shall not be obligated or liable to pay or reimburse GST (CGST & SGST/UTGST or IGST) together with all penalties and interest, if any, against any amounts paid or payable by CMPDIL to the supplier.

i) In case the tendered item is eligible for Input Tax credit then the L-1 status shall be decided by deducting the Input Tax Credit (CGST, SGST or IGST, GST Cess (if applicable) as the case may be) Amount.

However, if Bidder has opted composition scheme under Section 10 of GST Act, 2017, they cannot levy GST, hence the CGST/SGST/IGST/GST Cess, the L-1 status will be determined on the basis of their quoted price.

In case Bidder is exempted from Registration under GST ACT and submitted the required documents as mentioned above, CMPDIL is liable to deposit the CGST, SGST, GST Cess (if applicable) under reverse charge as per the Provision of CGST Act, then applicable CGST, SGST, GST Cess will be included in landed price. However if the tendered items is eligible for Input Tax credit, the same will be deducted while computing the L-1 status.

j) TDS : The TDS, if applicable, shall be made at applicable rate from the payment made or credited to the supplier against tax invoice issued in relation to supply of goods or services.

k) E-way Bill: The e-way bill, if any, required in connection with supply of goods shall be arranged by the supplier.

iii) **PAN** : Bids must contain a self-attested and stamped copy of valid PAN card

### **3. NOTE**

a) **ALL PAGES OF THE OFFER ALONG WITH THE ENCLOSURES ARE TO BE SUBMITTED DULY SIGNED AND STAMPED.**

b) **TENDERS ERASED, CUT / CROSSED OUT AND OVER WRITTEN WILL BE SUMMARILY REJECTED UNLESS CORRECTION IS AUTHENTICATED WITH THE TENDERER'S SIGNATURE.**

4. **Validity of Offer:** The offers must remain valid for 120 days from the date of opening of tender.

5. **Consignee:** Regional Director, CMPDI, RI-I, Asansol-713304

6. **Paying Authority:** HOD (F), CMPDI, RI-I, Asansol-713304

7. The tenders of those tenderers whose motto is to offer different prices or change the terms which affects the quoted price of the firm within the validity of the offer shall be treated as invalid offer and the action against such tenderer will be taken as per CIL Rules/Procedure.

8. Offers received after the submission time of the due date of the tender shall not be accepted.

## 9. Delivery:

Delivery of all ordered items as per supply order is to be made within 15 (Fifteen) days of issue of the supply order. The materials are to be delivered to **General Stores of CMPDIL, RI-I, G.T Road, West End, Asansol-713304.**

The tenderers shall not be allowed to supply part materials and receive payment thereon except in exceptional circumstances subject to prior approval of the buyer i.e. the CMPDIL, RI-I, Asansol. Materials have to be supplied in full and payment shall be released on satisfactory supply of materials and its acceptance by the Inspecting Authority of CMPDIL, RI-I. The Company has the right to reject any or all of the materials of the supplier if not found suitable for use after receipt of materials at store. The supplier shall take back the rejected materials at his own cost and in no case the purchaser will be responsible for loss/damage of the rejected goods if the same are not removed by the supplier after rejection within a reasonable time.

## 10. Liquidated Damages

In the event of failure to delivery or dispatch the stores within the stipulated date/period in accordance with the specification mentioned in the supply order and in the event of breach of any of the terms and conditions mentioned in the supply order, CMPDI has the right :

- a) To recover from the successful tenderer as agreed liquidated damages, a sum not less than 0.5% (half percent) of the price of any stores which the successful tenderer has not been able to supply as aforesaid for each week or part of a week during which the delivery of such stores may be in arrears limited to 10%. Where felt necessary the limit of 10% can be increased to 15% at the discretion of officer-in-charge.
- b) To extend the period of delivery with or without penalty as may be considered fit and proper, the penalty, if imposed shall not be more than the agreed Liquidated Damages referred to in clause(a) above.
- c) Wherever under this contract any sum of money is recoverable from and payable by the supplier, the CMPDIL, RI-I Asansol shall be entitled to recover such sums by appropriating a part or in whole by deducting any sum due or which at any time thereafter may come due to supplier in this or any other contract should this sum be not sufficient to cover the full amount recoverable, the supplier shall have to pay the CMPDIL, RI-I Asansol on demand the remaining amount so due.

## 11. Force Majeure Clause:

If the execution of the Contract/Supply Order is delayed beyond the period stipulated in the Contract/Supply Order as result of hostilities, declaration of embargo or blockade or flood, act of nature or any other contingency beyond the supplier's control due to act of God, the CMPDI may allow such additional time by extending the delivery period as is considered justified by the circumstances of the case and its decision shall be final. In case additional time is justified by the circumstances of the case and its decision shall be final. In case additional time is granted by CMPDI for execution of the Contract/Supply Order, the Contract/Supply Order shall be read and understood as if it had contained from its inception the delivery as extended.

- a) The successful bidder will advise, in the event of his having to resort to this clause, by a registered letter, duly certified by the local chamber of commerce, or statutory authorities, the beginning and end of the causes of the delay, within 15 days of the occurrence and cession of such force majeure conditions. In the event of delay lasting out of force majeure, CMPDI will reserve the right to cancel the contract, and provisions governing termination of contract as stated in the bid documents will apply.
- b) For delay arising out of force majeure, the bidder will not claim the extension in completion date for a period exceeding the period of delay attributable to the causes of force majeure and neither CMPDI nor the bidder shall be liable to pay extra cost provided it is mutually established that the force majeure conditions did actually exist.
- c) If any of the force majeure conditions exist in the place of operation of bidder even in the time of submission of bid, he will categorically specify them in his bid, and state whether they have been taken into consideration in their quotation.

#### **12. Inspection:**

Materials are subject to inspection by an authority to be deputed for the purpose at Consignee's end. Only genuine products will be accepted. If any product is found to be spurious / counterfeit / defective at a later stage, bidders must replace the same with genuine / working product without any cost to the company within a period of 7 (seven) days. Necessary action against supply of spurious / counterfeit products will be taken by CMPDI as deem fit.

#### **13. Security Deposit:**

- a) **The successful tenderers will be required to deposit as Security Money 10% of total value of the order** (FOR destination price including taxes and duties) in the form of Demand Draft/Bank Guarantee of any Scheduled Bank Payable at Asansol preferably on State Bank of India within 15 days from the date of issue of the supply order. **For successful bidder Earnest Money will be refunded on proper application after submission of security money.**
- b) In case tenderer fails to deposit Security Money within the stipulated period the order shall be cancelled and EMD deposited against this tender shall be forfeited. Simultaneous action will be processed to order elsewhere at the risk and cost of the tenderer and their performance shall be kept in record for future dealings.
- c) The Security Deposit will be forfeited in case of unsatisfactory performance and /or contractual failure.

Security Money/Bank Guarantee of the eligible bidders will be released on certification after expiry of one year from the inspection of materials received. The deposits like Security Money etc. will not carry any interest during its period of retention.

**14. PAYMENT TERM:**

100% Payment shall be made after satisfactory inspection and acceptance of the materials and on production of bill in triplicate duly pre-receipted along with Challan in duplicate and on acceptance of supplied materials by the Inspecting Authority. Payment will be made by NEFT/RTGS/Fund Transfer only. Bidders are advised to submit mandate form provided as Annexure – IV along with the bid.

**15. PRICE VARIATION CLAUSE**

The rates at which the stores are to be supplied under the Contract are fixed for the duration of the Contract. Normally therefore the rates are not subject to any upward revision until the period of contract is completed. However where additional Statutory Levies are imposed by the Government in the form of Duties/and or Taxes during the currency of the Contract which directly affect the finished goods, a Price increase may be permitted on production of adequate documentary evidence in support of such increase of Levies and quantum of variation in the ultimate price of goods.

**16. PRICE FALL CLAUSE**

The price charged for the Stores / Equipment supplied against the order, if placed, shall in no event exceed the lowest price at which the Bidder sells or offers to sell the Stores / Equipment of identical description to any other Agency, including DGS&D, during the pendency of the Contract / Supply Order. If the successful Bidder at any time during the pendency of the Contract / Supply Order, sells or offers to sell, such stores to any other Agency, including DGS&D, at a price lower than the price stipulated in the Contract / Supply Order placed by CMPDI, the successful Bidder shall forthwith notify to CMPDI such reduction. The sale price of stores / equipment supplied after such reduction coming into force shall stand correspondingly reduced.

17. The Company has the right to cancel the enquiry or extend the due date of receipt of offer and/or opening of tender without assigning any reason thereof.

18. **CMPDI, RI-I reserves the right to accept or reject fully or partly or split-up any or all offers amongst the tenderers without assigning any reason thereof.** No disputes of any kind can be raised against this right of the buyer in any court of law or elsewhere. **NO CORRESPONDENCES WILL BE ENTERTAINED IN THIS REGARD.**

**19. PENALTY**

In the event of failure to deliver the stores within the stipulated date/period or to effect supplies in accordance with the specification mentioned in the supply order and in the event of any breach on any of the terms of Contract, CMPDI, RI-I, Asansol, shall be entitled at its option either :

a) To recover as agreed Liquidated Damages a sum not exceeding 0.5% per week subject to maximum of 10% of the price of any or all stores/materials which have not been supplied within the time specified in purchase order unless subsequent extension of delivery time is granted by the buyer in writing, from the supplier's Bills.

- b) To purchase elsewhere without notice to the supplier and on supplier's account and at supplier's risk the stores not supplied or other items of similar description without cancelling the supply order in respect of the items due for supply.
- c) To cancel the supply order or a portion thereof and if considered necessary by the CMPDI, RI-I, Asansol Authority to purchase the stores at supplier's cost and risk.
- d) To extend the period of delivery with or without penalty as may be considered fit and proper. The penalty if imposed shall not be more than the agreed Liquidated Damage referred to in Clause 20a above.

20. **Guarantee:** Bidders must indicate the Manufacturer's guarantee for the offered item. Only genuine spares will be accepted. The Bidders shall indemnify CMPDI, RI - I, Asansol against any manufacturing defect in any item supplied by them and such defective item shall be replaced with a new item within 7 days of notice.

21. **ALL DISPUTES ARE SUBJECT TO ASANSOL COURT JURISDICTION ONLY.**

ANNEXURE:- III

**CHECK LIST**

PLEASE SPECIFY THE FOLLOWING:

Q. No.	Requirement as per the NIT	Indicate Yes / No below
1.	Have you prepared and submitted the bid as indicated in clauses 1 & 2?	
2	Have you submitted self – attested copies of a) Proof of Eligibility as per clause 2 (i) b) GST Details as per clause 2 (ii)? c) Copy of PAN.?	
3	All pages of the bid document duly signed and stamped as per clause 3?	
4	Is the offer valid for 120 days from the date of opening of tenders as per clause 4?	
5	Have you quoted FOR Destination / FOB price(s) as per clause 1 (b)?	
6	Have you quoted the price as per the given format in clause 1 (b)?	
9	Do you accept terms of delivery as per clause 9?	
10	Have you accepted Liquidated Damages & Force majeure clause as per clauses 10 & 11?	
11	Do you accept Inspection terms as per clause 12?	
12	Do you accept security deposit as per clause 13 ?	
13	Do you accept Payment terms as per clause 14?	
14	Do you accept Price variation and fall terms as per clauses 15 & 16?	
15	Do you accept clauses 17 & 18?	
16	Do you accept Penalty terms as per clause 19?	
17	Do you accept Guarantee terms as per clause 20?	
18	Have you accepted Jurisdiction as per clause 21?	
19	Does /do the item(s) match the schedule of requirement as per Annexure – 1?	

**Annexure- IV**

**MANDATE FORM**

To,  
Central Mine Planning & Design Institute Ltd.  
Regional Institute -I, G.T.Road (W),  
Asansol- 713304

Ref:- Authorization of all our payment through electronic fund transfer system /RTGS /CBS / Intra Bank transfer

We hereby authorize CMPDI Limited to make all our payments against our bills, Refund of earnest Money Deposit and Security Deposit, through Electronic Fund Transfer System /RTGS/CBS/Intra Bank Transfer.

The details for facilitating the payments are given below.

**(TO BE FILLED IN CAPITAL LETTERS)**

1. Name of the Beneficiary: \_\_\_\_\_

2. Address: \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ PIN CODE \_\_\_\_\_

E-mail ID \_\_\_\_\_

Telephone No. (With STD Code) \_\_\_\_\_

Mobile No. \_\_\_\_\_

3. Bank Particulars

Bank Name	Branch Name
	Bank Branch Code
Branch Address	PIN CODE ..... Telephone No. (with STD Code) _____ FAX NO. (With STD Code).....
9 digit MICR Code of the BANK Branch (Enclosed copy of a cancelled cheque)	
11 digit IFSC Code of beneficiary Branch	
Bank Account Number	
Bank Account Type (Tick One)	1. Saving      2. Current      3. Loan      4. Cash Credit 5. Others (If other, specify)
Permanent account number (PAN)	

6. CMPDI Vendor Code:

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information. I/We would not hold the Company responsible. We also agree to bear the bank charges, if any for enabling such transfer.

SIGNATURE.....

(AUTHORIZED SIGNATORY)

Name..... Date.....

BANK CERTIFICATION

It is certified that above mentioned beneficiary holds a Bank account No.....

With our branch and the bank particulars mentioned above are correct.

SIGNATURE.....

(AUTHORIZED SIGNATORY)

Name.....

Date...