



भारतीय कृषि विज्ञान संस्थान; केंद्रिक कृषि अनुसंधान संस्थान  
 भारतीय कृषि विज्ञान संस्थान; केंद्रिक कृषि अनुसंधान संस्थान  
**ICAR - Central Agroforestry Research Institute**

Near Pahuj Dam, Gwalior Road, Jhansi (UP) -284003  
 ☎ : 0510 – 2730214, 2730154 Fax : 0510 – 2730364 Web : [www.cafri.res.in](http://www.cafri.res.in)

LIM I&V 2020



No. 3-13/2020-21

Dated : 08<sup>th</sup> Oct., 2020

**OPEN TENDER ENQUIRY THROUGH E-TENDERING PROCESS**

**Tender Id: 2020\_DARE\_589065\_1**

**Sub.: Finishing work of Boundary Wall of T-VI Qtr. at Res. Campus, ICAR - CAFRI, Jhansi - reg.**

For and on behalf of the Director, ICAR-CAFRI, Jhansi e-tenders are invited through the website “www.eprocure.gov.in” under two bid systems from concerned firms / contractor.

**Critical Dates**

TENDER NUMBER	3-13/2020-21 Dated 07 <sup>th</sup> Oct., 2020
DESCRIPTION OF WORK	Finishing work of Boundary Wall of T-VI Qtr. at Res. Campus, ICAR - CAFRI, Jhansi
TYPE OF TENDER	Two bid system (Technical & Financial)
DATE AND TIME FOR PUBLISHING	<b><u>16:30PM on 08.10.2020</u></b>
DOCUMENT DOWNLOAD START DATE & TIME	<b><u>16:30PM on 08.10.2020</u></b>
BID SUBMISSION START DATE AND TIME	<b><u>16:30PM on 08.10.2020</u></b>
SEEK CLARIFICATION START DATE & TIME	<b><u>16:30PM on 08.10.2020</u></b>
SEEK CLARIFICATION END DATE & TIME	<b><u>12:30PM on 19.10.2020</u></b>
DOCUMENT DOWNLOAD END DATE & TIME	<b><u>12:30PM on 20.10.2020</u></b>
BID SUBMISSION END DATE AND TIME	<b><u>12:30PM on 21.10.2020</u></b>
DATE & TIME OF OPENING OF TENDER (TECHNICAL BID)	<b><u>12:30PM on 22.10.2020</u></b>
DATE AND TIME OF OPENING OF TENDER (FINANCIAL BID)	Will be notified after evaluation of Technical bids. Bidding firm should mention their email id, Phone No., Fax no. for information of date of opening of financial bid.
BID VALIDITY	120 days
EMD	Rs. 4,000/- (Rupees Four Thousand only) in the form of Demand Draft/ Banker's Cheque in favour of ICAR Unit, CAFRI, Jhansi payable at Jhansi. <b>(no other mode will be accepted)</b>
Submission of BID	Online bid (Technical & Financial) uploaded on CPP Portal ( <a href="http://www.eprocure.gov.in/eprocure/app">www.eprocure.gov.in/eprocure/app</a> ). Hard copy of EMD in acceptable form (DD/Banker's Cheque) must reached to Store-Purchase, ICAR - CAFRI, Jhansi before the bid submission closing date and time through Preferably Speed post / Registered post / Personnely submitted in Store-Purchase Section. Note: As Institute is in remote locality and many courier services are not given their services daily for delivering the dak from our previous experience, due to which EMD are not reached in time at ICAR - CAFRI Jhansi.
Details of tender	Tender Documents and Notice is also available on CAFRI Website <a href="http://www.cafri.res.in">www.cafri.res.in</a> and <b>CPP portal Id No. 2020_DARE_589065_1</b>

**Important Notes :**

1. Tender Documents can be downloaded from ICAR-CAFRI, Jhansi website [www.cafri.res.in](http://www.cafri.res.in) OR from Central Public Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders should enrol / register in the e-procurement module of Central Public Procurement Portal through the website: [www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders should also possess a valid DSC for online submission of bids.
2. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. ICAR-CAFRI, Jhansi reserves the right to accept/reject any/all tenders in part /full at any stage without assigning any reason thereof.
4. ICAR-CAFRI, Jhansi will not be responsible for any delay in enrolment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website [www.eprocure.gov.in](http://www.eprocure.gov.in) and enrol their Digital Signature Certificate and upload their quotation well in advance.
5. This tender document contains five annexure which are part of the tender document.
6. Any changes/corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website & <https://eprocure.gov.in/eprocure/app> for updates.
7. L-1 will be considered in totality for all the mentioned work and satisfying the quality work parameters.

**Terms and Conditions of tender document:****Terms & Conditions****ELIGIBILITY CRITERIA :**

The Contractor should submit following documentary evidence alongwith the tender ;

- i) **Valid Registration of contractor for “C” or equivalent category issued by CPWD, MES, UPPWD, Railways and any other Central Government Department.**
- ii) **Possess more than two year’s experience and completed at least two satisfactory works of petty civil works or similar nature or work worth of Rs. 5.00 Lakhs or more with any State / Central Govt. Organization.**
- iii) **Registration and clearance of GST.**
- iv) **I.T. Clearance certificate / PAN Card.**
- v) **Registration for service tax (if applicable).**
- vi) **Valid character certificate from District Magistrate.**
- vii) **Solvency (more than five lakh) from District Magistrate.**

1. **EMD amounting to Rs. 4,000/- (Rupees Fourr Thousand Only) through Demand Draft / Banker’s Cheque** from any of the commercial banks in an acceptable form in favour of “ICAR Unit CAFRI” payable at SBI, Karari Branch, Jhansi should be sent through Speed post / Registered post / personally up to the last date & time of acceptance of bid to Store-Purchase Section, ICAR-CAFRI, Jhansi along with duly filled and signed GAR-43 form as attached with the tender document for refund of EMD and a scanned copy of the DD/BC should be attached in online bid as mentioned under technical bid. The EMD of the unsuccessful tenderer shall be refunded after the finalization of the order. No interest shall be paid on EMD.
2. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent by post/ given in person to the Store Purchase Section, ICAR-CAFRI, Jhansi latest by the last date & time of bid submission. Failure to deposit the earnest money (EMD) in Store-Purchase Section, ICAR-CAFRI, Jhansi up to due date and time through offline mode will lead to rejection of bid. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
3. Performance security @ 10% of total ordered value shall be deposited within 10 days from the date of issue of supply order which shall remain with the Institute for a period of sixty days beyond the date of complete supply of the material & completion of all tender obligations satisfactorily including warranty obligations and shall thereafter be returned, without any interest. Performance security is to be deposited by every successful bidder irrespective of its registration status etc. In the event of non-deposition of the same, the earnest money will be forfeited. No interest shall be paid on Performance Security.
4. EMD and Performance Security will not be linked to any pending amount in the Institute.
5. The bidder/tenderer should submit the tender document duly signed/initialized and stamped on each page with technical bid document.
6. The material supplied must confirm to the relevant IS specifications of latest edition with amendments, if any, issued by the Bureau of Indian Standards up to time of receipt of tender by the institute.
7. The rates should be quoted on F.O.R. ICAR-CAFRI, Jhansi basis. Full Delivery at sight with proper installation & commissioning.

8. Intending tenderers should have valid registration with GST / Sales Tax/Service Tax/Works Contract tax authorities.
9. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to nature of work, site conditions, means of access to the site etc. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work in strict conformity with the specifications.
10. **The quantity of work/item may increase or decrease as per site condition.**
11. **All rates quoted by the bidders shall be complete inclusive of all taxes / GST, duties, labour, tool & plant, transportation etc., and the same shall remain firm for the entire contract period and extended contract period, if any.**
12. ***In the case of non-acceptance of order the Earnest Money will be forfeited. If the contractor leaves the work in between without completion, the institute shall forfeit the earnest money/performance security deposited by him.***
13. The successful tenderer/bidder may be required to obtain a valid license to employ contract labour from the appropriate authority under the contract labour (Regulation & Abolition) Act,1970 at once, before the commencement of the work and continue to have a valid license until the completion of the work. The contractor shall also abide by the Child Labour (Prohibition & Regulation) Act, 1986. The labourers engaged by the contractor should not be less than 18 years of age.
14. **Jurisdiction:** All question, dispute or difference under our or in connection with the contract, if not concluded shall be subject to exclusive jurisdiction of the court within the local limit of whole jurisdiction at Jhansi or court of Regional Labour Commission (Central), Kanpur(UP).
15. It is mandatory that minimum wages as prescribed by the Government from time to time are to be paid by the contractor to the workers to be engaged for this work.
16. In the event of any accident/ casualty, the sole responsibility lies with the contractor including the payment of compensation or litigation.
17. No compensation shall be payable to the contractor for any damage caused by rain, lightening, wind, storm, floods Tornado, earth quakes or other natural calamities during the execution of work. He shall make good all such damages at his own cost and no claim on this account will be entertained.
18. No labour hutment shall be allowed in the premises. All labourers should leave the site after day's work. The security & watch ward of site contractor materials/work etc. shall be at his cost only.
19. In the event of any loss caused to the property of the Institute, due to the negligence of the contractor or his workers, the cost of damages as assessed by the institute, will be recovered from the amount payable to the contractor.
20. *All tools, equipments, water and electricity required for the work will be arranged by the contractor.*
21. If any dispute arise regarding the payment and regularization of labourers in Court, all the legal expenses borne by the institute will become the liability of the contractor and will be recovered from the amount payable to the contractor.
22. The contractor can be terminated at any time, with or without assigning any reason thereof.
23. The persons so provided/detailed by the agency/contractor for this work under this contract will not be considered/treated as employee of the Institute/Council and there will be no employer-employee relationship between the Institute and the person so engaged by the agency/contractor for the service/job contract work of this tender.
24. The institute shall not bear any extra charge on any account whatsoever i.e. EPF/ESI contribution, uniforms, liveries, OTA etc. of the engaged labours/workers. This whole responsibility will lies with the concerned agency/contractor.
25. The contractor will discharge all his legal obligations in respect of the workers/supervisor to be employed/ deployed by him for the execution of work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified that Institute for any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute arises, the decision of the Director of this Institute shall be final and binding on the contractor.

26. Price quoted should include all charges like GST/VAT/Sales Tax/Service Tax, Excise Duty, Octroi, Insurance, Technical Service/Installation and Acceptance of the goods at site etc. No other charges/taxes/levies will be paid by the Institute. The rate quoted should be valid for 120 days from the date of opening quotation.
27. The rates quoted are including the cost of materials, transporting, loading and unloading etc.
28. The quality of materials and brand name to be used shall be as specified in the original tender paper submitted by the agency.
29. The work will be done as per the on-site instruction under the supervision of a technical person of the ICAR-CAFRI, Jhansi.
30. Any failure in the structure provided and fixed by the successful agency, should be rectified within a maximum period of 48 hours of lodging the complaint.
31. The entire work shall be completed within 30 days, failing which the Institute reserve the right to impose admissible penalty for the delay of work.
32. In case of delayed completion, Penalty at the rate 0.5% per week subject to a maximum of 10% of the value of the work shall be levied.
33. In case of inordinate delay, the Director, ICAR-CAFRI, Jhansi is authorized to cancel the order and allot the work to the next lowest eligible agency at the risk and cost of the defaulting tenderer.
34. Appropriate penalty will be imposed in case of inferior workmanship. The materials brought to site would be got checked by the concerned technical person of the institute before installation & utilization.
35. All rates quoted by the bidders shall be complete inclusive of all taxes, charges and levies and the same shall remain valid for 120 days from date of opening of tender.
36. The rates submitted by the tenderer shall not be allowed to withdraw the offer. Non-accepting of order or non-supply of the quantity will be treated as failure on the part of tenderer & the Earnest Money/ Security Deposit/ Performance Security is liable to be forfeited.
37. The firm should support as & when required by ICAR-CAFRI, Jhansi.
38. Custom Duty Exemption Certificate will be provided by this Institute, if needed. No demurrage charges will be paid by the institute.
39. The supplier shall deliver the goods within the delivery period mentioned in the purchase order. In case of any delay in executing the contract, the supplier shall promptly inform the Institute in writing, the fact of delay and duration of supply before the expiry of the delivery period and extension of supply period would be subject to approval by the competent authority of this institute. Otherwise liquidated damage @ 0.5 % per week of the cost of purchase order will be deducted subject to a maximum of 10%.
40. Supply should be made in full against the order. Part Supply shall not be accepted until and unless it is supported by convincing reasons and approved by the Competent Authority of this Institute.
41. In all matters of disputes, the decision of the Director of this Institute shall be final and binding on the bidder.
42. No FORM 'C' OR 'D' WILL BE ISSUED BY THIS INSTITUTE.
43. The rates quoted should be valid for One Hundred Twenty (120) days from the date of opening tender.
44. There should be no cuttings/over writings. The cutting, if any, should be duly attested. Un-attested amended/overwritten figures would not be considered.
45. The damage of material during loading or transit to the Institute will be sole responsibility of the supplier/firm. Damaged/defective item, if any must be replaced by the supplier, Institute will not entertain such damaged/defective item.
46. No advance or part payment will be made unless otherwise agreed by the competent authority. Payment shall be made electronically only within a reasonable period after completion of the supply as per tender terms and conditions and after satisfactory verification of the supplied material by the concerned technical person/officer/Committee of the Institute assigned for supervision of this work. Bank Account details for making e-payment must be provided along with the Bill.
47. The Conditional offers shall not be accepted.
48. The financial bid of only technically qualified firms will be opened.

49. Work/Supply order will be awarded to the lowest bidder for complete work & equipments as a whole as mentioned in this tender who will fulfill all terms and conditions of tender documents along with quality criteria, reasonability of rate etc.
50. Supplier must provide guarantee/warranty card as applicable along with supply.
51. **Fall Clause:** If the supplier reduces its price or sells or even offers to sell the goods mentioned in this tender following conditions of sale similar to those of this tender, at a price lower than the rate including tax offered to this institute, to any person or organization during the supply period time or validity of bid, the supply order price will be automatically reduced to that rate and the supply order will be amended accordingly.
52. TDS/UPCT, as applicable will be deducted from the supplier bill.
53. The Director, ICAR-CAFRI, Jhansi reserves all right to accept or reject any or all tender without assigning any reasons thereof.

Sd/-

OIC (Stores)

**INSTRUCTION FOR ONLINE BIDS SUBMISSION :**

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, Using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

**REGISTRATION:**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their User ID/ password and the password of the DSC/e-Token.

**SEARCHING FOR TENDER DOCUMENTS:**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender Schedules. These tenders can be moved to the respective My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

**PREPARATION OF BIDS:**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- including the name

and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/XLS/RAR/DWF forms. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "MySpace" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS:**

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidders has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent by post/ given in person to the Store Purchase Section, ICAR-CAFRI, Jhansi latest by the last date & time of bid submission. Failure to deposit the earnest money in office up to due date and time through offline mode will lead to rejection of bid. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download to BOQ file, open it and complete the white coloured (unprotected) Cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.



- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**ASSISTANCE TO BIDDERS:**

- 1) Any queries relating to the tender document and terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 18030702232.

**ELIGIBILITY CRITERIA :**

The Contractor should submit following documentary evidence alongwith the tender ;

- i) **Valid Registration of contractor for “C” or equivalent category issued by CPWD, MES, UPPWD, Railways and any other Central Government Department.**
- ii) **Possess more than two year’s experience and completed at least two satisfactory works of petty civil works or similar nature or work worth of Rs. 5.00 Lakhs or more with any State / Central Govt. Organization.**
- iii) **Registration and clearance of GST.**
- iv) **I.T. Clearance certificate / PAN Card.**
- v) **Registration for service tax (if applicable).**
- vi) **Valid character certificate from District Magistrate.**
- vii) **Solvency (more than five lakh) from District Magistrate.**

**DETAILS OF WORK & ITEMS AND THEIR TECHNICAL SPECIFICATIONS:**

**Name of work : Finishing work of Boundary Wall of T-VI Qtr. with repairing / plastering (where needed) at Res. Campus, ICAR - CAFRI, Jhansi**

S. No.	Description (L-1 will be considered in totality for all the mentioned work and satisfying the quality work parameters)	Unit	Quantity
01	Finishing walls with Acrylic Smooth exterior paint of required shade : Old work (two or more coat applied @ 1.67 ltr / 10 sqm) or existing cement paint surface	sqm	787.80
02	12mm cement plaster of mix : 1 cement : 6 fine sand	sqm	5.0

**Note:**

- Quantity of items / work may be increase or decrease as per site requirement or site condition.

**Online Bid Submission Details****Online Bid Submission:**

The Online bids (complete in all respect) must be uploaded online as explained below:-

<b>COVER - I (Following documents to be provided as PDF file)</b>			
S. No.	Documents	Content	File types
1.	<b>Technical Bid</b>	Details of the firm: Name & Address of the file..... Telephone No..... E-mail Id..... Fax No.....	.PDF
2.		Scan copy of Earnest Money Deposit by way of Demand Draft/BC	.PDF
3.		Technical Compliance Sheet with technical supporting documents as per specifications mentioned in Annexure – III	.PDF
4.		Scan copy of tender document duly signed & stamped	.PDF
5.		Scan copy of GST Registration of bidder	.PDF
6.		Scan copy of Income Tax Return, PAN Copy of dealer/bidder for last year	.PDF
7.		Scan copy of documents of work experience of executing similar works/supply	.PDF
8.		Scan copy of complete bank details of bidder for e-payment	.PDF
9		Valid Registration of contractor for “C” or equivalent category issued by any Govt. Department.	.PDF
10		Possess more than two year’s experience and completed at least two satisfactory works of petty civil works or similar nature or work worth of Rs. 5.00 Lakhs or more with any State / Central Govt. Organization.	.PDF
11		Valid licence from Deptt. Of Labour under contract labour (R&A) Act, 1972.	.PDF
12		Valid character certificate from District Magistrate.	.PDF
13		Solvency (more than five lakh) from District Magistrate.	.PDF
<b>COVER – II (Following document to be provided as .XLS file)</b>			
1.	<b>Financial Bid</b>	Price bid (BOQ) to be filled in .XLS format strictly as per proforma given	.XLS

All the documents and price bid (BOQ) has to be digitally signed by the bidder.

Sd/-

OIC (Stores)

**ICAR - Central Agroforestry Research Institute**  
Near Pahuj Dam, Gwalior Road, Jhansi (UP) -284003

**G.A.R. 43**  
[See Rule 186 (1)]

**APPLICATION-CUM-BILL FOR REFUND OF DIPOSIT**

Month : .....  
Bill No. : .....  
Head of Account : .....

Original Challan of Receipt No. & Date	Bank / Office in which deposited	Name of Deposition	Amount orginally deposited

Received this .....day of .....2019, the sum of Rupees .....  
.....being repayable on account release of deposit describe above.

Claiment's Signature  
(with revenue stamp affixed wherever necessary)

- 
- Received payment of Rs. ....(Rupees .....)  
for arranging disbursal ..... to ..... claimants(s).
  - Passed for Payment of Rs. ....(Rupees .....)

Date :

Drawing & Disbursing Officer

**For use to Pay and Accounts Office in case of endorsement is above**

Admitted for payment of Rs. .... ( Rupees .....)  
payment by Cheque No.

Date :

Assistant Finance & Accounts Officer

- Delete whichever of endorsement 1 or 2 is inapplicable.