



# Delhi Financial Corporation

(A Government undertaking)

37-38, Institutional Area, Pankhu Road, D-Block,

Janak Puri, New Delhi-110 058

Phone: 28525035, 28525036, 28525037, 28525038, Fax No. 28525041

E-mail: dgmdfe.delhi@nic.in Website: www.dfcdelhi.nic.in

DFC/EDP/15/FT-875/2013-14/

Dated : 13.01.2014

M/s \_\_\_\_\_

**Sub : AMC for Computers, Printers and other Peripherals**

Sir/ Madam,

Delhi Financial Corporation (DFC) – a Delhi Govt. undertaking is engaged in promoting, financing and developing small & medium scale industries and service enterprises in Delhi and Chandigarh.

The Corporation is having 3 Laptops, 62 computers, 2 ipads, 28 printers, 15 offline single user UPSs, 1 online(10KVA) Luminous UPS, 2 scanners, 3 CD/DVD-writers(External), 3 Portable HDD, one projector and Networking(LAN/WAN) Items which are installed at its head office in Janak Puri and branch office at Ambedkar Bhawan, sector 16, Rohini and also at few officers residence in Delhi & NCR. These machines are connected with the high-end Server placed at head office through LAN/WAN. The Corporation is in the process of appointing a vendor for comprehensive on-site annual maintenance contract for these machines along with LAN/WAN connectivity (list enclosed as Annexure-I). DFC is following all Terms & Conditions of maintenance agreement approved by IT Deptt., GNCT of Delhi in awarding the AMC.

If you are interested and having annual turnover of Rs 50.00 lakh or more with working experience of more than two years in Govt. organizations (central /state/PSUs etc.), please quote your most competitive rates for the comprehensive on site AMC of all the machines(as per list enclosed) including the LAN/WAN connectivity with the condition to supply/replace each defective parts with the original/OEM spare parts strictly without any extra cost. The selected vendor should adhere to all the terms & conditions of maintenance agreement approved by IT Deptt., GNCT of Delhi for awarding AMC (copy enclosed as Annexure-II). The sealed envelope containing proposal/quotation should be marked as "Quotation for AMC of Computer H/W and system S/W" and addressed to 'General Manager (EDP)' and must reach the head office of the Corporation either by post or dropped into the Tender-Box placed at Reception of Head Office at Janakpuri, New Delhi on or before 3.00 p.m. on 05.02.2014. You may quote the price all inclusive in lump sum (along with the detailed item wise lump sum AMC charge). The tender will be opened on the same day i.e. 05.02.2014 at 3.30 p.m. before the purchase committee. All the bidders, who are interested, may also attend the meeting for the opening of tenders.

Yours faithfully

(VIKAS KR. DHINGRA)  
Dy. Manager(EDP)

Encl: a/a

**DELHI FINANCIAL CORPORATION  
NEW DELHI**

Annexure-I

List of Various Computer Hardware Items & Peripheral of H.O. & Rohini Office					
Due for AMC -2013-14					
Detail of Computer/PCs/(including Monitor,CPU,Keyboard,Mouse,speakers etc.) & Peripherals :-					
S.No.	Particulars of the Items	Serial No.of Item	Qty.	Date of Purchase /Installed on	Working Condition as on date
<b>A</b>	<b>COMPUTERS/IAPTOPs/PCs :</b>				
1	Toshiba Satellite 1200-A420,P-III,1.0 GHz (Laptop) Intel Pentium-III 1.0 GHz,256 MB SD RAM with carry bag, 20 GB HDD, 8X DVD ROM Drive, 14.1" TFT Screen, 56 kbps Modem, 10/100 NIC, 32 MB AGP, Rechargeable Lithium Ion Battery (upto 3.5 hrs. battery backup), Win XP Home edition,	52043538C	1	04.03.2003	O.K.
2	Dell Brand Inspiron 15 (Laptop) Intel Core 2 Duo Processor T6400 (2 GHz) 3 GB DDR2, 320 GB, 8X DVD RW double layer, 1.3 MP web camera, Wireless bluetooth, 15.6" WXGA display, integrated modem, card reader, Microsoft home, Optical USB Mouse+ carry case & S/W CD/DVDs + POWER ADAPTOR+	780283305-C-5G1385-BLK 26450643736	1	30.03.09	O.K.
3	HP Compaq NX6320,core Duo,512MB,80GB(Laptop) Intel Core Duo,Processor T2400 (1.83 GHz), 512 MB DDR2, 80 GB SATA HDD, DVD RW, 15" XGA TFT screen, Finger print reader, card reader, integrated wireless bluetooth. Touch pad, Win XP Prof., +power adaptor,	CNU62014CX	1	25.07.2006	O.K.
4	Acer Brand P-III 866 MHz 128 MB RAM, 20 GB HDD,DVD-ROM,Win-2000, Additional 20 GB HDD Ultra DMA/100 ATA with external speakers, 1.44 FDD, LAN Card, 17" SVGA Col.Monitor,0.25 dot pitch,Addl. HP-CD writer 914Di internal w/s/w, Keyboard,Mouse etc.	AW38H01747- 1444342PE	1	12.11.2001	O.K.
5	Acer Brand P-III 866 MHz	AW38H01747- 1444343PE	1	12.11.2001	O.K.
6	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G P-IV,1.7 GHz, Intel 845G chipset, 40GB HDD with standard Ultra DMA Smart Drive, 128 SDRAM (DDR) expandable to 2 GB at 100 MHz, 1.44 MB FDD, 52X CD-ROM drive, LAN card, Keyboard,Mouse, Speakers etc.	P235KTPZ0787	1	18.09.2002	O.K.
7	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0759	1	18.09.2002	O.K.
8	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0752	1	18.09.2002	O.K.
9	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0784	1	18.09.2002	O.K.
10	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0783	1	18.09.2002	O.K.
11	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0790	1	18.09.2002	O.K.
12	Compaq EVOD380mx, P-IV 1.7 GHz intel 845G	P235KTPZ0788	1	18.09.2002	O.K.

*Handwritten signature*



S.No.	Particulars of the items	Serial No. of Item	Qty.	Date of Purchase / Installed on	Working Condition as on date
13	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0777	1	18.09.2002	O.K.
14	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0796	1	18.09.2002	O.K.
15	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0785	1	18.09.2002	O.K.
16	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0774	1	18.09.2002	O.K.
17	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0757	1	18.09.2002	O.K.
18	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0754	1	18.09.2002	O.K.
19	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0772	1	18.09.2002	O.K.
20	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0795	1	18.09.2002	O.K.
21	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0761	1	18.09.2002	O.K.
22	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0779	1	18.09.2002	O.K.
23	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0797	1	18.09.2002	O.K.
24	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0778	1	18.09.2002	O.K.
25	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0762	1	18.09.2002	O.K.
26	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0755	1	18.09.2002	O.K.
27	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0789	1	18.09.2002	O.K.
28	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0784	1	18.09.2002	O.K.
29	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0776	1	18.09.2002	O.K.
30	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0751	1	18.09.2002	O.K.
31	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0786	1	18.09.2002	O.K.
32	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0793	1	18.09.2002	O.K.
33	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0791	1	18.09.2002	O.K.
34	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0753	1	18.09.2002	O.K.
35	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0771	1	18.09.2002	O.K.
36	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0767	1	18.09.2002	O.K.
37	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0792	1	18.09.2002	O.K.
38	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0788	1	18.09.2002	O.K.
39	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0782	1	18.09.2002	O.K.
40	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0781	1	18.09.2002	O.K.
41	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0765	1	18.09.2002	O.K.
42	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0763	1	18.09.2002	O.K.
43	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0794	1	18.09.2002	O.K.
44	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0775	1	18.09.2002	O.K.
45	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0758	1	18.09.2002	O.K.
46	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0749	1	18.09.2002	O.K.
47	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0773	1	18.09.2002	O.K.
48	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0786	1	18.09.2002	O.K.
49	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0760	1	18.09.2002	O.K.
50	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0770	1	18.09.2002	O.K.
51	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0798	1	18.09.2002	O.K.
52	Compaq EVOD380mx, P-IV 1.7 GHz Intel 845G	P235KTPZ0768	1	18.09.2002	O.K.
53	HCL P-IV -NICS 3.2 GHz with HT, 2x256 MB DDR SDRAM, 80 GB SATA HDD, 48x CD-RW+16x DVD Read Combo Drive, FDD, 10/100 ethernet, OEM optical scroll mouse, 104 keys OEM KB, Multimedia WIN-XP Prof.	8063A1052997 8063A1052998 8063A1052999	3	25.08.08	O.K.
54	Compaq Presario Desktop 3550 with HP TFT 18.5" (C2D2 53/2GB/250GB/DVDRW/KB/OP-MOUSE)	DESKTOP 3550 INA84206QY, 301GT, 301L8, 206QJ, 301HS, 301LO, 206PW, 307FQ, 206LW, 208R7, 301DN, 301KZ HP TFT (W 18.5) CNT90410RP, 217C7, 314TF, 314VW, 413N7, 31459, 314YZ, 410HZ, 410RB, 315BF, 410N5, 843VOMV	10	24.03.2009	O.K.
55	Apple iPad-2 with Wi-Fi, 64 GB	S.NO.s DN6G6EKQDFJ3, DN6G6 BEYDFJ3 Model : A1396, screen 24.63cm	2	30/12/2011	

May

Detail of Printers				
Particulars of the Items	Serial No. of Item	Qty.	Date of Purchase	Working Condition as on date
			/Installed on	
HP Deskjet 840c Printer	CN11J1M04F	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11J1M054	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11J1M04M	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11K1M072	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11K1M07G	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11K1M060	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11K1M22W	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11K1M062	1	26.05.2001	O.K.
HP Deskjet 840c Printer	CN11J1M0VF	1	26.05.2001	O.K.
HP Deskjet 840C Printer (C6414A)	TH14N134HV	1	12.11.2001	O.K.
HP Deskjet 840C Printer (C6414A)	TH14513304	1	12.11.2001	O.K.
Wipro LQ-540 Dot Matrix Printer (80 col.) -NICS	4C3808	1	05.05.2004	O.K.
HP Laserjet P1008 Printer	VNC8330607,33810,33036,33039,33058,01022,33900,01893,34779,34799	10	24.03.2009	O.K.
HP Photosmart 5286	MY875G21CW	1	30.03.2009	O.K.
HP Laserjet printer P1505	CNCJ245224	2	26/05/2008	O.K.
HP Laserjet P1505 Printer	CNCJ245225			
	CNCJ241621	1	16.07.2008	O.K.
Wep Hq. Dot 1070 DX printer(136 col. Dot matrix, 24pin)	10CH2114517	1	05.03.2010	O.K.
HP Laserjet Pro M1213nf MFP (printer/copier/scan/fax)	CNG8D6MB99	1	14.08.2012	ok
Detail of UPSs with batteries				
UPS Luminous System 10 KVA Online		1	10.10.2002	O.K.
UPS 500 VA offline (Microtek)		4		
UPS 500 VA Offline (Uniline)		7	Jan. 2003	O.K.
UPS(offline) 500 VA Wall mount (APC BR1100C1)		4	27/05/2008	O.K.
Detail of Scanners, CD-Writers&HDD				
HP Scanjet 4400C Scanner Int.Bundle	CN16J1C1M2	1	12.11.2001	O.K.
HP Scanjet 4400C Scanner Int.Bundle	CN16K1C1CX	1	12.11.2001	O.K.
HP-CD Writer Drive 8230e External w/SW	(s) SG112B538Q	1	01.06.2001	O.K.
HP-CD Writer Drive 9600se External w/SW	(s) SGC859RE5A	1	01.06.2001	O.K.
LACIE External DVD Writer W/Lightscribe	BC00246	1	31/08/2009	O.K.
WD 500GB USB 2.0 Portable HDD(with USB Cable)	WX30A79V8017 & WX30A7989069	2	18/12/2009	O.K.
WD 250GB USB 2.0 Portable HDD(with USB Cable)	WXE208E1053	1	18/12/2009	O.K.
Detail of Projector				
Panasonic PT-LT 20 NTE Projector	SC5240002	1	25.07.05,27.07.05	O.K.
Networking Items & Secured Net working Support :				
CISCO 801 ISDN Router single 10 mbps	JMX0626FONH	1	14.11.2002	O.K.
CISCO 2620-XM series ISDN Router-NICS	JPE0726104T	1	Jul.2003	O.K.
CISCO 2950 Catalyst Series (24-port) Switches (NICS)	-	4	06.08.2003	O.K.
24-Port Patch Panel (AMP & Krone)	-	5	Jan. 03	O.K.
Racks 12 U & 19 U height	-	4	Jan. 03	O.K.
16 port HUB( Switch 16 por DLINK)	-	1	15/02/2010	O.K.
NetWorking(LAN &WAN) Services				
Entire networking of H.O. JanakPuri & B.O. Rohini	-	-	-	O.K.
Including materials, security etc.				

The DPC reserves the right to reject any or all proposals at any stage without assigning any reason thereof.

32

Krany



**DRAFT MAINTENANCE AGREEMENT**

This Maintenance Agreement is made at New Delhi on \_\_\_\_\_ of \_\_\_\_\_ 2009 (Two Thousand Eight) for the period of one year from \_\_\_\_\_ to \_\_\_\_\_ between the President of India represented by duly authorised and competent officer Sh -----, Designation and Office address, Govt. of National Capital Territory of Delhi, Address New Delhi, hereinafter referred to as "First Party" which expression shall unless excluded by or repugnant to the context be deemed to include his successor in office and assigns on the one part and M/s Vendor Name, acting through its authorised representative Sh -----, only authorised by the company/Firm vide resolution number ----- dated----- (copy annexed to this maintenance agreement) with its registered office at -----, which expression shall unless excluded by or repugnant to the context shall include its representative administrator, executives and assign on the second party. Whereas the Govt. of National Capital Territory of Delhi has the Computer Equipment and Peripherals shown in this Agreement hereof and is now desirous of availing the Comprehensive Maintenance Services for its Computer equipment and Peripherals installed at ----- Govt of Delhi. And whereas M/s -----, has agreed to perform the said maintenance services of the Desktops, Printers and UPS as mentioned in this agreement and limited to the Desktops, Printers and UPS covered by this agreement. Now, therefore, it is hereby mutually agreed as follows:

**1.0 SCHEDULES TO THE AGREEMENT:**

The following schedules form an integral part of this agreement:

Schedule-I - Details of Desktops, Printers and UPS (offline)

1.1 However during the currency of the agreement, the department is at liberty to add to, or delete from, this schedule any numbers of desktops, printers and UPS, if so warranted. In case of addition of work, services will be performed, the same will be done on already agreed and settled rates for the main contract maintenance.

**2.0 TERMS & CONDITIONS OF THE MAINTENANCE CONTRACT FOR THE DESKTOPS, PRINTER AND UPS IN -----:**

2.1 The second party, shall truly and faithfully carry on the said job as is done by the services/business houses in proper manner/standard fashion for the comprehensive maintenance of the Desktops, Printers and UPS of -----, as mentioned in Annexure - I to the full extent and satisfaction of first party for the whole period of one year i.e. from \_\_\_\_\_ to \_\_\_\_\_.

2.2 The comprehensive maintenance includes preventive maintenance/quarterly regular services of the Desktops, Printers & UPS and/or replacement of any items necessary for keeping the Desktops, Printers and UPS of -----, active and free from any defects/disturbance and also on any unscheduled call for corrective and maintenance services, taking appropriate measures/steps on time to set right the malfunctioning of the Desktops, Printers and UPS. The replacement of the all spares (excluding printer heads, UPS batteries, printer ribbon and toner cartridges) is included under the AMC. The replacement of defective spares with good quality and

1943/4

standard spares will be done by the second party, without any extra charge of any kind.

2.3 The comprehensive maintenance shall be carried out primarily at the premises of -----, during office hours. In case, the second party feels that the equipment cannot be repaired at site, they will carry and deliver the equipment at their own cost and risk to get it repaired promptly.

2.4 The Operating environment condition in which the equipment is presently installed is quite satisfactory and the second party will not raise any condition with regard to the working environments for the equipment covered under AMC.

2.5 Response time for maintenance call should not exceeds 2 hours.

2.6 The system down time should not exceed 72 hours from the time at which the complaint was made. If the down time is more than 72 hours, the second party will provide a stand by system. In case the system is not repaired or an alternative system not supplied within the period of 72 hours from the time of failure report then the first party may choose to get the same repaired by or replaced from any other agency and the cost and expenditure incurred therein shall be recoverable from the second party.

2.7 The Second party, will ensure 95% uptime for Desktops and other equipments failing which a penalty as proposed by the First party will be imposed. However before imposing penalty, the First party will issue a show cause notice in which the details of downtime will be mentioned. It will also include the penalty proposed to be imposed on the second party. The breakdown time will be worked out as under:-

Total machines days (X) = (No of equipment under AMC) \* No of Working Days in a quarter

Break-downs (Y) = (No of Desktops or Printer or UPS) \* No of breakdown days

Percentage uptime =  $((X-Y) / X) * 100$

### 3.0 SECURITY DEPOSIT:

3.1 The second party shall deposit 10% of the AMC amount as security deposit with the first party at the time of signing the agreement. This amount shall be refunded to the second party by the first party upon determination or expiration of this agreement after adjusting such dues or claims or both as may remain unpaid by the second party to the first party at the time of determination or expiration of this agreement.

### 4.0 PAYMENT TERMS:

4.1 The total maintenance charges for one year are Rupees----- --. The comprehensive maintenance charges shall be payable to the second party. The payment towards the Comprehensive Annual Maintenance Contract will be made



1947/12

63216

every three months. For this purpose, the Second party will have to submit bill in the name of First party and payment shall be made by it within 30 days from the receipt of bill.

4.2 Enhancement or decrease of taxes, duties or prices of components, etc., will not affect the AMC rates during the entire period of AMC; no difference shall be paid or claimed as a result of the above.

4.3 In the event of non-satisfactory performance of maintenance services by the second party, first party shall have the right and discretion to terminate this agreement by giving one month notice and to forfeit the proportionate amount from the security deposited by the second party.

#### **5.0 FORCE MAJEURE:**

5.1 The Govt. of National Capital Territory of Delhi or the second party, against the other, in case of any failure or omission or calamities such as fires, floods, earthquakes, hurricanes, or civil strikes, under any statute or regulations of the Government, lock-outs, strikers, riots, embargoes from any political reasons beyond the control of any part including war (whether declared or not), civil war or state of insurrection shall give notice to other party within 15 days of the occurrence of such incident that on account of the above event the notifying party.

5.1.1 Has delayed the performance of its work as it was beyond its reasonable control and it has not due to negligence or default on its part.

5.2 Either party, as and when gives notice of force majeure shall provide confirmation of such event in the form of a certificate from the Government department or agency or chamber of commerce. The parties shall be relieved of their respective obligations to perform, hereunder for so long as the event of force majeure continues and to the extent their performance is affected by such an event of force majeure provided notices as above are given and the event of force majeure is established as provided hereinabove.

#### **6.0 SYSTEM AVAILABILITY:**

6.1 In the event of any dispute as to whether the system downtime is due to damage caused by mishandling or system malfunctioning the issue will be referred to Department of Information Technology, Govt. of National Capital Territory of Delhi for a decision. The decision of the department of IT will be final and binding upon both the parties.

#### **7.0 ASSIGNMENT:**

7.1 The second party shall not assign this agreement or any part, thereof or any benefit thereunder without the written consent of Govt. of National Capital Territory of Delhi to any other party.

WJ

## 8.0 ARBITRATION:

8.1 In the event of any question, disputes or difference arising between the parties relating to the interpretation and application of these provisions of this agreement, such disputes or differences shall be resolved amicably by mutual consultations and on failure to do so shall be referred for arbitration to the CMD, Delhi Financial Corp. The decision of Arbitration to the agreement in this regard shall be final and binding upon both the parties.

8.2 The parties shall continue to perform their obligations under this agreement during arbitration proceedings.

8.3 The venue for arbitration will be New Delhi.

## 9.0 THE AGREEMENT:

9.1 This document with Schedule I hereto signed by both the parties shall constitute the entire agreement binding on both the parties.

9.2 This agreement has been executed in the English language in two originals and each party has retained one original. In witness whereof each of the parties hereto has caused this agreement to be executed as on the day, month and the year first above written.

First Party

For and on behalf of President  
of India

Name:

Designation:  
(Rubber Seal)

In presence of

Witness - I  
Name:

Address:

Witness - II  
Name:

Address:

Second Party

For and on behalf of  
M/S-----

Name:

Designation:  
(Rubber Seal)

In presence of

Witness - I  
Name:

Address:

Witness - II  
Name:

Address: