

 <p>सत्यमेव जयते</p>	<p>कार्यालय सहायक आयुक्त केन्द्रीय माल और सेवा कर मण्डल एससीओ -1, सिटी सेंटर हुडा, बासीया भवन के पास , भिवानी(हरियाणा) -127021 फ़ोन : 01664-243104</p>	
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NOTICE INVITING TENDER (NIT)

F.No:- I-22(3)BWN/Housekeeping/45/18

Dated: 10.05.2018

E-TENDER NOTICE FOR HIRING OF HOUSEKEEPING SERVICES

The Assistant Commissioner of Central GST Division Bhiwani invites bids/Quotations from Service Providers (Maintenance / House Keeping) for hiring of their services for House Keeping at the office of the The Assistant Commissioner CGST Division Bhiwani, SCO 1, HUDA City Centre, Near Basia Bhawan Bhiwani (01.06.18 to 31.05.19) from an assigned date. The approx area for which housekeeping is required is given as under:-

S.No.	Name of Office	Approximate Area (in sq. ft)
1.	Office of the Assistant Commissioner, CGST Division Bhiwani, SCO 1, HUDA City Centre, Near Basia Bhawan, Bhiwani - 127021	6500
2	O/o the Superintendent of CGST, Range 09&10 Office- JIND	3200
3	O/o the Superintendent of CGST, Range 08 Office- Charkhi Dadri	3000

Critical Date Sheet:

Published Date	12 th May-2018
Bid Document Download Start Date	12 th May-2018
Bid Submission Start Date	12 th May-2018
Bid Submission End Date	28 th May-2018(5.00 PM)
Technical Bid Opening Date	29 th May- 2018 (11.00 AM)
Financial Bid Opening Date	29 th May- 2018 (11.00 AM)

2. Aspiring Bidders who have not enrolled/registered in e-procurement should enroll/register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Interested bidders may submit their quotation online on <http://eprocure.gov.in/eprocure/app> as per the tender document in the website <http://eprocure.gov.in/eprocure/app>. Bidders are requested to follow the instructions carefully as per the tender document and the instructions given in the above said website.

3. Tenderer, who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and tenderer is liable to be banned.

4. The tender shall be submitted online in two parts viz. Technical Bid and Financial Bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram/Fax/email etc. shall not be considered. No correspondence will be entertained in this matter.

5. Interested service providers are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

6. In the event of any of the above-mentioned date being subsequently declared as a holiday /closed day for this office, the tenders will be opened on the next working day at the scheduled time.

7. The bids, complete in all respects should be submitted through the Government e-procurement portal <https://eprocure.gov.in/eprocure/app> on or before **05:00 PM on 28.05.2018**. Offers received beyond the specified date/ time shall not be entertained.

8. Contractors, Firms, Agencies interested in taking up this work may inspect the premises and submit the details as in **Annexure-I, II and III**. The service providers will be shortlisted on the basis of their technical competency after opening of Technical Bids and only after ascertaining their technical competency and fulfillment of the same the financial bids would be opened. **Bids will be opened at 11.30 am on 30.05.2018**, in the presence of bidders and their authorized representatives at the office of the The Assistant Commissioner CGST Division Bhiwani, SCO 1, HUDA City Centre, Near Basia Bhawan, Bhiwani. Incomplete bid documents shall be summarily rejected.

9. The Assistant Commissioner of Central GST Division Bhiwani reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

Encl:

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| 1. Terms & Conditions | Annexure I |
| 2. Technical Bid | Annexure II |
| 3. Instructions for online bid submission | Annexure III |
| 4. Tender Acceptance Letter | Annexure IV |

**ASSISTANT COMMISSIONER
CGST DIVISON BHIWANI**

TERMS AND CONDITIONS

GENERAL CONDITIONS:

1 Rates should be indicated in both figures and words. If there is difference between the two said rates, the rates quoted in words will prevail. Rates quoted should be inclusive of all taxes, etc., Central GST Division Bhiwani will not pay any extra amount.

2 The tenders are invited in two bid tender system i.e. **“Technical Bid” and “Financial Bid”**. Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app>. Manual bids shall not be accepted. The online bids should be submitted by **28.05.2018 upto 05.00** PM Technical bids will be opened by the Members of Committee at **11:30 AM on 30.05.2018** in the presence of all such bidders or representatives who wish to be present. The Technical and Financial bid Performa have been placed as **Annexure- ‘II’ and ‘III’** respectively to this tender document.

3 The Department reserves the right to accept/ reject any tender or all tenders without assigning any reason.

4 The Contractor should be registered as Service Provider with the jurisdictional Central GST and Central Excise, Commissionerate, Department of Labour (State Government), Employees Provident Fund Organization (Ministry of Labour, Govt. of India), Employees State Insurance Corporation (ESI Act, 1948) and Kerala Shops & Commercial Establishments Act, 1960 and any other Department as required under the Law.

5 Earnest Money Deposit: Earnest Money Deposit (EMD) or bid security of Rs.5,000/- (Rupees Five Thousand only) shall be submitted by the bidders in the form of Account Payee demand Draft or Fixed Deposit receipt or bank Guarantee from any of the Scheduled/Nationalised Banks drawn in favour of Administrative Officer, O/o the Assistant Commissioner of CGST, Division Bhiwani. The scanned copy of the same is to be uploaded online along with the bid. The original document in respect of the EMD should be delivered to Administrative Officer, Central GST Division Bhiwani, **on or before 05.00 PM on 28.05.2018**. EMD will be returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the unsuccessful bidder withdraws or the details furnished in the bidding process are found to be incorrect or false during the tender selection process. No interest shall be payable on the Earnest Money

deposit. EMD of the successful bidder will be adjusted against the **performance security amount of 5 % of the contract value** which will be refunded to the selected bidder without any interest on the completion of the contract period.

6 The Rates shall be valid for the period **from 01.06.2018 to 31.05.2019**. At the end of the year, the Contract may be renewed for such further period, as decided by the Commissioner of Central GST Rohtak or terminated and / or fresh tenders invited. Decision of the Department will be final.

7 The Assistant Commissioner of Central GST Division Bhiwani reserves the right to terminate the contract, by giving 15 (Fifteen) days notice in writing without assigning any reasons and without incurring any financial liability whatsoever to the Service Provider.

8 The Contractor shall in no case lease/transfer/sublet/appoint caretaker for the Services rendered.

9 Contractor shall ensure that the personnel deployed by him do not have any criminal antecedents.

10 Contractor shall be solely responsible for any/all disputes between him and the personnel deployed by him. The Department will not entertain any such dispute and there should be no claim or liability against Central GST Division Bhiwani or any of its officers on this account. The Contractor will keep Central GST Division Bhiwani indemnified against all actions.

11 For any losses, damages caused by the personnel deployed by the Contractor to any person / property / equipment of Central GST Division Bhiwani office, the Contractor will have to make good such loss / damage and bear the expenses for such loss / damage as decided by the Asst/Deputy Commissioner of Central GST Division Bhiwani. Further, in respect of such loss/ damage, the department reserves the right to take such further action as required / provided under the Law.

12 Contractor shall be solely responsible for payment of wages/salaries, other benefits, allowances and all other statutory / other dues payable as per Central / State Government / Municipality Rates etc., other Laws etc. as applicable to the personnel deployed that might become applicable under any Act or Order of the Government. Central GST Division Bhiwani shall have no liability whatsoever in this regard.

13 The Department shall not entertain any claim, damages, insurance liability, etc., arising out of mishap/ accident etc. to the personnel employed by the Contractor. The Contractor will take such necessary action, under the various Acts / Rules / Laws as required to take care of personnel deployed including medical treatment and transportation to hospital etc., as and when required. Central GST Division Bhiwani will not be responsible for any claim in this regard.

14 The Contractor should specifically note that the engagement of the service provider under this contract does not in any way confer any right on the Service provider or the persons that may be deployed by him in this office, for claiming any regular employment in this office or any other Government Office. The Service provider should also obtain a written undertaking from the persons deployed by him to work in this office that they are fully aware that their deployment to work in this office does not confer any right on them for claiming any regular employment in this office or any other Government Office. Attested copy of such undertaking has to be submitted to the Department at the time of signing of Contract.

15 The Contractor will comply with all the Legal Rules, Regulations and Statutory obligations cast on him as per the Central / State Government / Municipality / Local Bodies relating to such deployment of personnel.

16 In case of any default by the Contractor in respect of any of the Terms & Conditions, (whether General or Special), the Assistant Commissioner of Central GST Division Bhiwani may without prejudice to any other right/ remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or part, by giving 15 (Fifteen) days notice in writing to the Contractor. The said notice will be deemed to have been issued if a Registered Copy of Notice is sent to the address of the Contractor as per the Agreement.

17 Manpower required for execution of the entire daily work including transport of personnel deployed to Central GST Division Bhiwani and its range offices will be arranged by the Contractor. In case some personnel are not able to attend work, it would be the responsibility of the Contractor to provide suitable replacement.

18 Attendance register of the personnel deployed will be maintained. The personnel deployed will render service everyday - Monday to Saturday, whenever required on Sunday also. They will also attend to any unforeseen jobs as well as other exigency of Work. No extra payment for this shall be made.

19 The Service provider shall nominate an Authorized Representative to supervise the work of the personnel deployed and interact with the department. No other person except the Contractor's Authorized Representative shall be allowed to enter the premises of Central GST Division Bhiwani. The name of such Authorized Representative will be indicated by the Contractor while submitting the Bid. Uniform with Identity Card should be provided to the persons deployed for work at Central GST Division Bhiwani and its range offices by the Service Provider.

20 On acceptance of his bid, the service provider shall provide a security deposit of 5% of the contract value as performance security in the form of an account payee demand draft/fixed deposit receipt/bank guarantee from a Commercial bank safeguarding the Central GST Division Bhiwani interest in all respects.

TERMS OF PAYMENT:

21 The liability to pay all taxes / duties / other levies of Local bodies, State & Central Government or any other Authority in respect of services rendered will vest with the Contractor.

22 The Contractor will submit the monthly bill for reimbursement in duplicate to Central GST Division Bhiwani in the first week of following month and payment will be made after the bills are passed by the Assistant Commissioner of Central GST Division Bhiwani. The payment will be electronically made by the PAO Central GST Rohtak, which takes about 3 weeks after the receipt of bills from the Service Provider. The contractor shall fully comply with all the applicable Laws, Rules and Regulations relating to Employees Provident Fund Act including the payment of PF contributions, Payment of Bonus Act, Minimum Wages Act, Workmen's Compensation Act, ESI Act, Contract Labour (Regulations & Abolition) Act, relating to certificates of registration, relating to licence, relating to issue of employment card and relating to annual returns of the principal employer, Essential Commodities Act, Migrant Labour Act and/or such other Acts or Laws or regulations passed by the Central, State, Municipal and Local Government agency or authority, including TDS as per Income Tax Act, and any other act as may be relevant as applicable to him from time to time;

23 The Contractor shall make regular, timely and full payment of labour charges, salaries and other payments as due, as per the labour laws or any other laws to its personnel deputed under the Service contract.

24 At the time of payment of bills, the taxes liable to be deducted, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment.

25 The Assistant Commissioner of Central GST Division Bhiwani shall be at liberty to withhold any of the payments in full or in part for default in service and / or any loss / damage to Government property, equipment, etc. The decision of the Department will be final.

26 In case the Contractor fails to carry out the said services or fails to deliver services to the desired standard due to absence of his personnel or any other reason, penalty **as** decided by the Assistant Commissioner of Central GST Division Bhiwani shall have to be **paid** by the Service provider. The decision of the Department **will** be final and binding on the Contractor and shall not be subject to any dispute or arbitration and the penalties so imposed will be recovered from the amount/ payment due to the Service Provider.

27 All disputes will be subject to local jurisdiction only.

SCOPE OF WORK / JOBS TO BE CARRIED OUT:

A. DAILY WORK:

- a) Dusting and cleaning of tables, chairs, trays, telephones, filing cabinets, cupboard, paper racks, tables, fans, photocopier machines, printers, computer systems, other office equipments installed at CGST Division Bhiwani and Range Offices.
- b) Sweeping and Swabbing of all floors areas, class rooms etc. with necessary detergents.
- c) Dusting and cleaning of all office furniture including computer work stations.
- d) Dusting of wooden panels in the premises, including stairs and railings.
- e) Cleaning of toilets with detergent powder and deodorants etc. Toilets should be cleaned three times a day (morning, afternoon and evening) and as and when required.
- f) Collecting waste papers and other waste from various places in premises and depositing it to specific dumping areas.
- g) Shifting of furniture and records and its rearrangement as and when required.
- h) Such other cleaning or other work as may be entrusted by the CGST Division Bhiwani.
- i) Serving tea / coffee / water etc. to officers / staff.
- j) Upkeep & regular maintenance of office equipments.
- k) Cleaning and maintenance of sports equipment like tread mills, table tennis table, etc., and assisting trainees in operation of equipments at Gymnasium.
- l) Cleaning of Glass walls at all floors.

B. Besides the above work, the following Special Cleaning work etc., shall be carried out once a week and as and when required, dusting of ceiling, walls, light shades, frames, fans etc., cleaning of internal and external glasses of all windows, cleaning of all the furniture and office equipments in the office using vacuum cleaner, brushing and washing of floors, stairs with necessary detergents & floor scrubbing machine, cleaning with chemicals etc. removing stains from walls/floors and removing cobwebs once in a week.

C. The Service Personnel deployed may also be required to attend to emergency work like cleaning and removing of blockage in pipes in toilets and building premises.

- D. Personnel employed by the Contractor should have the requisite expertise in use of vacuum cleaner, floor scrubbing machines or similar cleaning machines.
- E. Material for cleaning like vacuum cleaner, brooms, mops, etc., and all other materials including consumables like detergent powder, deodorants, phenyl, naphthalene balls, buckets, cleaning acid, cleaning cloth, cleaning material etc., will be provided by Central GST Division Bhiwani.

(TECHNICAL BID)**TECHNICAL BID FOR PROVIDING HOUSE-KEEPING SERVICES**

1.	Name of the Organization/ Firms with full address with Pin Code, Phone No, Fax No, email, etc.	
2.	Name of the Proprietor / Partners / Directors	
3(a)	PAN No. of the Firm.	
3(b)	Copy of the Income Tax Return filed for last 3 years and Income Tax Clearance Certificate (ITCC) for the last year to be attached.	
4	Total strength of staff/workers available with the Service Provider	
5	List of the Public Sector/ Govt. Organization to which similar Services have been provided by the Contractors / Firms / Agencies during the last 5 years. List of Government Organizations where the Service Provider is currently providing services may also be indicated.(Please attach the job order/service certificate from Govt. Office / Public Sector	
6	The Contractor should also submit Copies of Registration Certificate obtained from GST office, Department of Labour, State Government, Employees Provident Fund Organization (Ministry of Labour, Govt. of India)	
7	The total Turnover of the Contractor as Service Provider for such services in last 3 years). Necessary documents/Certificates to be enclosed.	
8	Registration Number of Tenderer/Concern with GST Department : (Attested Photo copy of registration certificate should be attached)	
9	Registration Number of Tenderer/Concern with other Government Departments :(Attested Photo copy of registration certificate should be attached)	
10	Any other information to be considered:	

Declaration

- (i) I/We have read and understood the detailed terms and conditions of the tender applicable to the subject offer as supplied with the bid documents and agree to abide by the same in totality.
- (ii) It is hereby declared that the particulars for providing house-keeping services are true and correct as per my knowledge and belief and in the event of any of the same being found to be not true. I/We shall be liable to such consequences / lawful action as Department may wish to take.
- (iii) It is hereby declared that the service provider is not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.
- (iv) It is hereby declared that the service provider is not black-listed by any Central/ Government/Public Sector Undertaking in India.

Signature of Service Provider

Seal of the Firm/Company

List of Enclosures:

Attested photocopies / certified true copies of the following documents are required to be annexed/uploaded with the Technical Bid. Technical Bids received without these documents are liable to rejection. Originals of these documents / certificates shall be produced at the time of execution of the Agreement / Contract.

1. Certified copy of the registration certificate of the firm/company.
2. Certified copy of PAN Card.
3. Certified copy of GST Registration.
4. Certified copy of registration with Ministry of Labour/EPF/ESI.
5. Certificate from various office(s) where the house-keeping services has been provided satisfactorily (no. of years of providing services shall be mentioned).
6. Proof of Registered Office / Branch Office of Company/Firm/Agency.
7. Signed and scanned copy of proof for payment of Earnest Money Deposit.

Signature of Service Provider

Seal of the Firm/Company

INSTRUCTIONS TO THE TENDERERS

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 registering 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 “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username 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 (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / 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 DSC’s 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

- a) 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, Value, 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.
- b) 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 / e-mail in case there is any corrigendum issued to the tender document.
- c) 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

- i. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii. 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 names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii. Bidder, 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/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iv. 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 "My Space" or "Other Important Documents" 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 and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- a. Bidder should log into the site well in advance for bid submission so that they can 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.
- b. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- d. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. 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.
- e. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the 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 bidder 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.
- f. 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.
- g. 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. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid

openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- h. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- i. Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- j. 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

- (i) Any queries relating to the tender document and the 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.
- (ii) 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

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

(Signature of the Bidder, with Official Seal)