

By Registered/ speed post/ Mail to:-

SPORTS AUTHORITY OF INDIA  
JAWAHARLAL NEHRU STADIUM COMPLEX  
GATE NO.-10, LODHI ROAD, NEW DELHI-110003.

No 2(4)/15/SAI/2014-15

Dated.17/04/2015

**Sub :** COMPILATION & PREPARATION OF ANNUAL ACCOUNTS IN R/O DDO, HEAD OFFICE, NEW PENSION SCHEME (NPS) CELL AND CONSOLIDATION OF THE ANNUAL ACCOUNTS OF REGIONAL CENTRES/UNITS OF SAI FOR THE YEAR 2014-2015.

Sports Authority of India invites the bids under Limited Tender Enquiry system of GFR for the above said assignments from the Chartered Accountants/Professional Accountants firms Registered with CAG / Associated with the SAI in past for preparation of Accounts/ conduct of Audit works. Details of Terms & Conditions, scope of the work etc are available in the Tender Document enclosed here by. It is requested to submit the Tender duly completed in all respects latest by 27.4.2015 up to 13.00 hrs.(1.pm.)

**DY.DIRECTOR (FINANCE)**  
**For and on behalf of**  
**The Director General, Sports Authority of India.**

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

\_\_\_\_\_

## SECTION -I

SPORTS AUTHORITY OF INDIA  
JAWAHARLAL NEHRU STADIUM COMPLEX  
GATE NO.10, LODHI ROAD, NEW DELHI-110003

Telephone: +91 - 11 - 24368386/87 Fax: +91 - 11 - 24362713

Website: <http://sportsauthorityofindia.nic.in/>

No.: 2(4)/15/SAI/2014-15

Dated:- 17 /04/2015

### INVITATION FOR BIDS (IFB)

1. Sports Authority of India, invites sealed Bids, under two Bid system for and on behalf of the Director General, Sports Authority of India, for the following services:

Brief Scope of work	Bid Security in Rs.
COMPILATION & PREPARATION OF ANNUAL ACCOUNTS IN R/O DDO, HEAD OFFICE, NEW PENSION SCHEME (NPS) CELL AND CONSOLIDATION OF THE ANNUAL ACCOUNTS OF 12 REGIONAL CENTRES/UNITS OF SAI FOR 2014-2015.	Rs. 10,000 to be submitted in the shape of Demand draft drawn in favour of " SECRETARY, SAI",PAYABLE AT New Delhi

2. The bids are invited as per the following schedule

Closing date and time for receipt of Bids: **27 / 04 / 2015** upto 1.00 PM

Place of receipt of Bids: To be dropped in Tender Box placed at Finance Division, Sports Authority of India, Jawaharlal Nehru Stadium Complex, Gate No.10, Lodhi Road, New Delhi-110003

Time and date of opening of Technical Bid - **27 / 04 / 2015** at 3.00 p.m.

- Bidders shall ensure that their Bids, complete in all respects, are dropped in the Tender Box located at Finance Division, Sports Authority of India, Jawaharlal Nehru Stadium Complex, Gate No.-10, Lodhi Road, New Delhi-110003 on or before the closing date and time as indicated in the Para 2 above, failing which the Bids will be treated as late and rejected.
- In the event of any of the above mentioned dates being declared as a holiday / closed day for the SAI, the Bids will be received/ opened on the next working day at the appointed time.
- The Bidding Documents are not transferable.

**DY.DIRECTOR (FINANCE)**  
For and on behalf of  
**The Director General, Sports Authority of India.**

**SECTION - II**  
**INSTRUCTIONS TO BIDDERS (ITB)**

1. Before formulating the Bid and submitting the same to the SAI, the Bidder should read and examine all the terms, conditions, instructions etc. contained in the Bidding Documents. Failure to provide and/or comply with the required information, instructions etc. incorporated in these Bidding Documents may result in rejection of its Bid.
2. At any time prior to the deadline for submission of Bids, the SAI may, for any reason deemed fit by it, modify the Bidding Documents by issuing suitable amendment(s) to it. Such an amendment will be uploaded on SAI website: <http://sportsauthorityofindia.nic.in>
3. A Bidder can seek any clarification about details of scope of work etc. from SAI before submission of the Bids and submit his suggestions, if any, regarding scope of work and terms and conditions etc. 03 days prior to the tender opening. Any suggestion/request regarding scope of work shall not be entertained thereafter. It will however not be binding on SAI to agreed upon the suggestions so received in toto
4. All pages of the Bid should be page numbered and signed by the authorized signatory.
5. Bid sent by e-mail/fax/telex/cable/electronically shall be ignored.
6. All payments will be made through National Electronic Fund Transfer (NEFT)/RTGS System. Bidders are required to fill in and attach the NEFT Mandate Form attached as per Section-VI along with their offers, if not already executed in SAI. Notification of Award will not be issued without NEFT Mandate Form.
7. The Bidder shall quote for the charges only in Indian Rupees.
8. The Bidder shall indicate on the Price Schedule provided under Section V all the specified components of prices shown therein.
9. While filling up the columns of the Price Schedule, any kind of tax and duty, which will be payable on the types of services, if the contract is awarded, may be clearly stated along with its rate. In absence of which it will be considered that quoted prices are inclusive of all taxes and duties.
10. The prices quoted by the Bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account.
11. The Bidder shall furnish, as part of its Bid, relevant details and documents establishing its eligibility as per the Eligibility Criteria in Section-III to perform the contract.
12. Bid shall either be typed or written in indelible ink and the same shall be signed by the Bidder or by a person(s) who has been duly authorized to bind the Bidder to the contract.
13. The Bid shall be duly signed at the appropriate places as indicated in the Bidding Documents and all other pages of the Bid. The Bid shall not contain any erasure or overwriting, except as necessary to correct any error made by the Bidder and, if there is any such correction; the person signing the Bid shall initial the same. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the Bid.
14. Bidding Document seeks quotation in **Two Bid System**, i.e **Technical Bid & Price Bid**. Both the bids should be sealed and named accordingly on the top of the envelop, and put it in one big cover super scribed. "**Bid reference number**" and the address of the Sports Authority of India and the sentence "Not to be opened before ....." (The Bidder is to put the date & time of Bid opening)

are to be written on these envelopes. If the outer envelope is not sealed and marked properly, the SAI will not assume any responsibility for its misplacement, premature opening or late opening etc.

15. The Bidders must ensure that they deposit their Bids not later than the closing time and date specified for submission of Bids. It is the responsibility of the Bidder to ensure that their Bids whether sent by post or by courier or by person, are dropped in the Tender Box by the specified clearing date and time. In the event of the specified date for submission of Bids falls on or is subsequently declared a holiday or closed day for the SAI, the Bids will be received up to the appointed time on the next working day.

16. Bid, which is received after the specified date and time for receipt of Bids will be treated as "Late" Bid and will be ignored.

#### **17. Opening of Bids**

17.1 The SAI will open the Bids at the specified date and time and at the specified place as indicated in the IFB in Section-I.

17.2 In case the specified date of Bid opening falls on or is subsequently declared a holiday or closed day for the purchaser, the Bids will be opened at the appointed time and place on the next working day.

17.3 Authorized representatives of the Bidders, who have submitted Bids on time may attend the Bid opening provided they bring with them letters of authority from the corresponding Bidders.

18. Bids of the Bidders, who do not meet the required Eligibility Criteria prescribed in Section III, will be treated as non - responsive and will not be considered further.

#### **19. Right to accept any Bid and to reject any or all Bids**

The SAI reserves the right to accept in part or in full any Bid or reject any or more Bid(s) without assigning any reason or to cancel the Bidding process and reject all Bids at any time prior to award of contract, without incurring any liability, whatsoever to the affected Bidders.

20. Within 15 days from the date of the contract, the successful Bidder shall return the original copy of the contract, duly signed and dated, to the SAI by registered / speed post.

#### **21. Non-receipt of Contract by the SAI**

Failure of the successful Bidder in providing contract copy duly signed in terms of ITB clauses 21 above shall make the Bidder for further actions by the SAI against it as per the clause 7 of GCC - Termination for default under Section VIII.

#### **22. Corrupt or Fraudulent Practices**

It is required by all concerned namely the Bidders/Service Provider etc to observe the highest standard of ethics during the bid processing and execution of such contracts. In pursuance of this policy, the SAI: -

- (a) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent or collusion or coercive practices in competing for the contract in question;
- (b) will declare a firm ineligible or blacklist, either indefinitely or for a stated period of time, to be awarded a contract by the SAI if it at any time determines that the firm has engaged in corrupt or fraudulent or collusion or coercive practices in competing for, or in executing the contract.

## SECTION-III

## ELIGIBILITY CRITERIA &amp; PERFORMANCE STATEMENT

## A. ELIGIBILITY CRITERIA

1. The Firm should be professionally qualified Accountant or in the profession of C.A. at least for the last 05 years with experience of Compilation & Preparation of Annual Accounts in any of the Departments/Autonomous Institutions/Universities of the Government of India or any other State Government or local Bodies/Municipalities and details should be furnished as follows.

S.NO:	NAME & ADDRESS OF ORGANISATION, CONTACT PERSON, CONTACT NUMBER (ATTACH THE COPIES OF WORK / AGREEMENT)	PERIOD		NO OF YEARS	REMARKS
		FROM	TO		

2. The bidders should submit one satisfactory work completion certificate issued by the competent authority.

3. Bidder should have the annual average turnover of Rs.10 Lakhs during the last three financial years. (i.e. 2011-12, 12-13, and 13-14)

4. In case of CA Firm, bidder must have valid registration with the CAG (copy of registration should be enclosed. ) The applicant must have registered office at Delhi.

5. The bidder should have a PAN card in the name of firm.

6. The bidder should have Service Tax registration.

7. The bidder should have filed the I.T>Returns for the past 3 years (copy should be enclosed)

**Note:**

- 1) The bidder shall furnish self-attested copies of the required documents as mentioned above and also furnish the supporting documents.

**SECTION-IV  
BID SUBMISSION FORM**

Date.17.04.2015

To

Sports Authority of India  
Jawaharlal Nehru Stadium Complex,  
Head Office, East Gate, Lodhi Road,  
NEW DELHI-110003

**Sub :** PREPARATION OF ANNUAL ACCOUNTS IN R/O DDO, HEAD OFFICE, NEW PENSION SCHEME (NPS) CELL AND CONSOLIDATATION OF THE ANNUAL ACCOUNTS OF 12 REGIONAL CENTRES/UNITS OF SAI FOR 2014-2015.

**Ref.: Your Bidding Document No.** \_\_\_\_\_ **dated** \_\_\_\_\_

1. We, the undersigned have examined the Bidding Document, including amendment/corrigendum No. \_\_\_\_\_, dated \_\_\_\_\_ (if any), and have no reservations to the tender document. The receipt of which is hereby confirmed. We now offer to provide Services for a period of one year on the same rates, terms & conditions relating to undertaking the job for Compilation & preparation of Annual Accounts of SAI for the year 2014-15 which can further be extended for one more year on satisfactory completion of work.
2. We undertake to provide services as mentioned above in accordance with the Scope of Services and all types of conditions of Contract as mentioned in the Bidding Documents.
3. We further confirm that, we shall provide you with a performance security of required amount as per condition laid down in the Tender document for due performance of the contract, including amendment/ corrigendum if any.
4. We agree to keep our Bid valid for acceptance for 90 days or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the afore-said period and this Bid may be accepted any time before the expiry of the afore-said period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the afore-said period shall constitute a binding contract between us.
5. We further understand that you are not bound to accept the lowest or any Bid you may receive against your above-referred Bid Reference.
6. We understood that your institute can use any evaluation scheme/ evaluation metrics/ weight age or take the help of any consultant, as required in selecting the successful agency and we agree to abide by it.
7. We have not directly or indirectly or through an agent engaged or indulged in any corrupt, fraudulent coercive, undesirable or restrictive practice in respect of any bid or request for proposal issued by or any agreement entered in to with the Authority or any other public sector enterprises or any government, central or state. We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.
8. We undertake to abide by all the terms & conditions of tender document and liable for all the obligations of the tenderer under the agreement.

**(Signature of the Bidder)**

Name, Address and seal of the Bidder: \_\_\_\_\_

**SECTION-V**  
**PRICE SCHEDULE**

To

Sports Authority of India  
Jawaharlal Nehru Stadium Complex,  
Head Office, East Gate, Lodhi Road,  
NEW DELHI-110003

**Sub :** PREPARATION OF ANNUAL ACCOUNTS IN R/O DDO, HEAD OFFICE, NEW PENSION SCHEME (NPS) CELL AND CONSOLIDATATION OF THE ANNUAL ACCOUNTS OF 12 REGIONAL CENTRES/UNITS OF SAI FOR 2014-2015.

**Ref.: Your Bidding Document No.** \_\_\_\_\_ **dated** \_\_\_\_\_

Dear Sir,

We hereby quote the following rates for Undertaking the Job for Preparation of Annual Accounts of DDO, Head Office, Accounts of NPS Cell and Consolidation the Annual Accounts of 12 Regional Centres/Units of SAI for 2014-2015 in accordance with Special conditions of Contract as per Section-VII and General Conditions of Contract as per Section-VIII of the Bidding Documents, and as per Scope of Services given below, as under:

**SCOPE OF SERVICES**

- 1) .Preparation of Annual Accounts with subsidiary records in respect of DDO, Head Office, NPS Cell and Consolidation of the Annual Accounts of 12 Regional Centres/Units of SAI in support thereof by :-  
Feed of Data on Tally accounting software and preparation of Annual Accounts on the basis of record/Voucher/Data Entry Slip etc at the concerned centre. The certified copy of the each annual accounts i.e. Receipt & Payment, Income & Expenditure and Balance Sheet along with all schedules and details along with subsidiary records to be submitted to concerned centres. Proper narration should be given for each entry along with the nature of transaction.
- 2) The copy of the each of the Annual Account (Receipt & Payment, Income & Expenditure and Balance sheet along with all Schedule and details along with subsidiary records to be submitted to concerned with the copy to SAI Head office. Consolidated ledger of all concerned Units/Centres from which annual accounts have been prepared will also be submitted along with the consolidated annual accounts.
- 3) Consolidation of annual accounts of various Centres in the consolidated Annual Accounts of SAI and submission of certified copy of the consolidated annual accounts i.e. Receipt & Payment, Income & Expenditure and Balance sheet along with all Schedules and details. Consolidated ledger of all Units/Centres from which annual accounts has been prepared will also be handed along with the consolidated annual accounts to Head Office, Delhi.
- 4) The consolidated Annual Accounts of GPF and GSLIS should be prepared and enclosed separately with the Consolidated Annual Accounts of SAI.
- 5) The Annual Accounts should be prepared strictly in the prescribed format issued by the Ministry of Finance for Central Autonomous bodies.
- 6) Depreciation should be calculated and charged in accounts as per rate provided for the relevant year in the Income Tax Act/rules in the accounts.

- 7) Calculation of accrued interest on Loans & Advances and shown it in concerned Annual Accounts.
- 8) Conduct of Physical verification of FDR duly reconciled with the accounts and a certificate to this effect should be submitted with the accounts.
- 9) Any other details as required under Uniform format of accounts for Central Autonomous bodies as approved by Ministry of Finance, Govt of India.
- 10) The following details/records should be submitted along with the annual accounts.
  - i. Trial Balance (each units/Centre along with trial balance of consolidated accounts)
  - ii. Ledger / Cash Book (Cash & Bank) / Journal
  - iii. Employee wise/Party wise/agency wise details of Loans & Advances.
  - iv. Party/Agency wise details of Amount Receivable and Payable
  - v. Party wise details of Security/Earnest Money/ Caution Money
  - vi. Detailed Schedule of Fixed Assets
  - vii. Detailed schedule of Accrued Liabilities and Accrued Assets
  - viii. Nature wise Schedule of Loans & Advances
  - ix. Detailed Schedule of Remittances of Transits
  - x. Detailed Schedule of prepaid expenses/receipts
  - xi. Detailed Schedule of Advances with construction agencies (Agency/work wise)
  - xii. Detailed schedule of Amount Receivable and Payable
  - xiii. Detailed schedule of Loans & Advances
  - xiv. Detailed schedule of Investment
  - xv. Consolidation sheet in respect of each Regional Centre/units/Institute to be attached with Consolidated Annual Accounts of SAI.
  - xvi. Other details as required by SAI.
- 11) calculate the provision for Pension, Gratuity and Leave encashment and showing the same in the accounts as per Uniform format of accounts for Central Autonomous Bodies. Consolidate Report of actualize i.e. all Regional Centres/Units regarding calculation of provision for Pension, Gratuity and Leave encashment should be attached with the consolidated annual accounts.
- 12) The Annual Accounts for the year 2014-15 should be submitted duly completed in all respects latest by 31<sup>st</sup> May,2015
- 13) **FEE quoted:**(inclusive of all expenses / Taxes) .

Fee Quoted	Taxes if any	any additional charges	total amount payable inclusive all	remarks (if any)

place \_\_\_\_\_

(Signature of the Bidder)

Name, Address and seal of the Bidder:\_\_\_\_\_



**SECTION – Vi**  
**NEFT MANDATE FORM**

From: M/s.

Date: 17.04.2015

To

Executive Director (Finance)  
Sports Authority of India

**Sub: NEFT PAYMENTS**

For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

NATIONAL ELECTRONIC FUNDS TRANSFER MANDATE FORM

Name of City	
Bank Code No.	
Bank 's name	
Branch Address	
Branch Telephone / Fax no.	
Contractor's Account No.	
Type of Account	
IFSC code for NEFT	
IFSC code for RTGS	
Contractor's name as per Account	
Telephone no. of Contractor	
Contractor's E-mail ID	

(Signature of the Bidder)

Name, Address and seal of the Bidder: \_\_\_\_\_

Confirmed by Bank

Enclosed a copy of Cancelled Cheque

**SECTION - VII**  
**Special Conditions of Contract**

The Special Conditions of Contract for Undertaking the job for Preparation of Annual Accounts of DDO, Head Office, NPS Cell and Consolidation the Annual Accounts of 12 Regional Centres / Units of SAI for 2014-2015 as per the Scope of Services indicated in Section-V are as under:

**Special Conditions of Contract:**

1. a) The successful bidder shall be required to comply with the instructions issued by SAI from time to time with regard to the job assigned.  
b) To facilitate, undertaking and completing the assigned job Sports Authority of India will provide all relevant information, free working space, office equipment such as Computer, Printer & Stationery required by the contractor to perform the assigned job. However SAI premises will not be utilised by the successful bidder for undertaking the job of any client other than SAI.  
c) The successful bidder shall not be entitled to claim any additional amount for any reason whatsoever during the currency of contract unless it is notified by SAI. The contractor has to make own arrangement for Boarding & Lodging for under taking the work at outstation Units/Centres including Head office of SAI.  
d) The CA or Firm representative will attend the work in this office whenever called by the respective officers for which no conveyance will be paid.  
e) Sports Authority of India (SAI), taking into account the past performance of a bidder, reserves its right to reject any bids.
2. The bidder shall not engage any sub-contractor or transfer the contract to any other person in any manner.
3. The bidder shall be responsible to maintain all property and documents of the SAI entrusted to it. Any damage or loss caused by contractor's persons to the SAI in whatever shape would be recovered from the contractor.
4. The bidder shall ensure that its personnel shall not at any time, without the consent of the SAI in writing, divulge or make known any trust, accounts matter or transaction undertaken or handled by the SAI and shall not disclose to outsider any information about the affairs of SAI. This clause does not apply to the information, which becomes public knowledge.
5. Where any portion of special conditions of contract is repugnant to or at variance with any provisions of the general conditions of contract then unless a different intention appears the provisions of the special condition of contract shall be deemed to override the provisions of the General conditions of contract only to the extent such repugnancy/ variations in the special conditions of contract as are not possible of being reconciled with the provisions of general conditions of contract.
6. **Progress Review:** The progress of work/services of bidder will be assessed by the SAI on regularly basis with regard to work assigned. In case of unsatisfactory progress, the bidder will be reminded/warned for expediting the task assigned to him. In case of unsatisfactory progress, the SAI may consider termination of contract for default in terms of Clause 9 of General Conditions of Contract.
7. The job can be extended only after satisfactory completion of work for one more year.

**SECTION - VIII**  
**GENERAL CONDITIONS OF CONTRACT (GCC)**

**1. Application**

1.1 The General Conditions of Contract and Special Conditions of Contract incorporated in the Price Schedule of this document shall be applicable for this Contract.

**2. Scope of work**

2.1 The Services to be provided by the Contractor under this contract shall conform to the requirements and responsibilities under Scope of Services mentioned in the price schedule.

**3. Prices**

Prices to be charged by the contractor for provision of services in terms of the contract shall not vary from the corresponding prices quoted by the contractor in its Bid and incorporated in the contract.

**4. Taxes & Duties**

Service Tax/ VAT (except service Tax), purchase Tax, turnover tax or any other tax applicable in respect of this contract shall be payable by the bidder and SAI will not entertain any claim whatsoever in respect of the same. However, in respect of service tax, same shall be paid by the contractor to the concerned department on demand and it will be reimbursed to him by the SAI after satisfying that it has been actually and genuinely paid by the contractor.

**5. Terms and Mode of Payment**

**Payment Terms**

5.1 The payment will be only after completion of assignment /job. No advance payment will be paid for any work in any cost. No amount will be reimbursed by SAI on account of purchase of stationary, telephone charges and or any other work.

5.2 Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Contractor at the rates as notified by the Govt. from time to time.

**6. Shortfall in Contractor's performance.**

6.1 That in the event of any loss occasioned to the SAI, as a result of any lapse on the part of the contractor which will be established after an enquiry conducted by the SAI, the said loss can be claimed from the contractor up to the value of the loss. The decision of the SAI in this regard will be final and binding on the contractor.

6.2 Subject to the provision of Force Majeure under GCC any unexcused delay by the firms in maintaining its contractual obligations towards performance of services shall render the contractor liable to any or all of the following sanctions:

- (i) Imposition of Penalties,
- (ii) Forfeiture of its Performance Security and
- (iii) Termination of the Contract for default.

**7. Termination for default**

The SAI, without prejudice to any other contractual rights and remedies available to it (SAI), may, by written notice of default sent to the Contractor, terminate the contract in whole or in part, if the Contractor fails to perform any or all of the services or fails to perform any other contractual obligation(s) of the required quality.

**8. Period of Contract**

This entire task should be completed in satisfactory manner as per contract by 20<sup>th</sup> JUL-2015.

**9. Termination for insolvency**

If the contractor becomes bankrupt or otherwise insolvent, the SAI reserves the right to terminate the contract at any time, by serving written notice to the Contractor without any compensation, whatsoever, to the Contractor, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the SAI.

10. **Force Majeure** ::The Contractor shall not be liable for imposition of any such sanction so long the delay and/or failure of the Contractor in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- For purpose of this clause, Force Majeure means an event beyond the control of the Contractor and not involving the Contractor fault or negligence and which is not foreseeable and not brought about at the instance of the party claiming to be affected by such event and which has caused the non – performance or delay in performance.
11. **Termination for convenience**
- The SAI reserves the right to terminate the contract, in whole or in part for its (SAI's) convenience, by serving written notice on the Contractor at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the SAI. The notice shall also indicate inter-alia, the extent to which the Contractor's performance under the contract is terminated, and the date with effect from which such termination will become effective.
12. **Resolution of disputes**
- 12.1 If dispute or difference of any kind shall arise between the SAI and the Contractor in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- 12.2 If the parties fail to resolve their dispute or difference by such mutual consultations, within twenty-one days of its occurrence, then, either the SAI or the Contractor may give notice to the other party of its intention to commence arbitration, as hereinafter provided, the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the SAI and Contractor relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the Sole Arbitration, appointed to be the arbitrator by the Director General (Sports Authority of India). The award of the Arbitrator will be final and binding on the parties to the Contract.
- 12.3 **Venue of Arbitration:** The venue of arbitration shall be the place from where the Contract has been issued, i.e., New Delhi, India.
13. **Jurisdiction** : The courts at New Delhi shall have the exclusive jurisdiction to try all disputes, if any, arising out of this contract between the parties.
14. **Applicable Law** ::The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.
15. **Performance Security**
- Within fifteen (15) days from date of the issue of Notification of Award by the SAI, the Contractor shall furnish performance security to the SAI, for an amount equal to TEN percent (10%) of the total value of the contract or specified amount else where. It will be retained/valid for 3 months after completion of the assignment in any one of the forms namely Account Payee Demand Draft or Fixed Deposit Receipt drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form.
16. **Forfeiture of Performance Security.....**
- In case of the failure of the firm in completion of the assignment as per the scope of the services/conditions specified in the aforesaid tender document/ submission of the report within the stipulated date, the performance security deposited by the firm will be liable to be forfeited without any conditions. And upon which the firm will have NO right to claim in any manner in future.
17. **Time frame for submission of Annual Accounts**
- The bidder shall ensure that all the necessary documents as required against the scope of work are prepared and submitted to Finance Division in complete and satisfactory manner before 31<sup>st</sup> May 2015.

**SECTION - IX  
(A) CONTRACT AGREEMENT FORM**

PREPARATION OF ANNUAL ACCOUNTS OF DDO, HEAD OFFICE, OF NPS CELL AND CONSOLIDATION OF THE ANNUAL ACCOUNTS OF 12 REGIONAL CENTRES/UNITS OF SAI FOR 2014-2015.

**GOVT. OF INDIA,  
SPORTS AUTHORITY OF INDIA,  
FINANCE DIVISION, JAWAHARLAL NEHRU STADIUM COMPLEX,  
GATE NO. 10, LODHI ROAD, NEW DELHI-110003.**

Contract No \_\_\_\_\_ dated \_\_\_\_\_

**This is in continuation to this office's Notification of Award No \_\_\_\_\_ dated \_\_\_\_\_**

1. Name & address of the Contractor: \_\_\_\_\_
2. SAI's Bidding Document No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent Amendment No \_\_\_\_\_, dated \_\_\_\_\_ (if any), issued by the SAI.
3. Contractor's Bid No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent communication(s) No \_\_\_\_\_ dated \_\_\_\_\_ (if any), exchanged between the Contractor and the SAI in connection with this Bid.
4. In addition to this Contract Agreement Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
  - i. Instructions to Bidders.
  - ii. General Conditions of Contract;
  - iii. Scope of Work;
  - iv. Special Conditions of Contract;
  - v. Bid Form furnished by the Contractor
  - vi. Price Schedule(s) furnished by the Contractor in its Bid;
  - vii. SAI's Notification of Award

5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

- (i) Brief particulars of services which shall be performed/ provided by the contractor are as under:

Schedule No.	Brief description of services	Total Charges	Period of contract	Total contract value

Taxes, if any \_\_\_\_\_

Total value (in figure) \_\_\_\_\_

(In words) \_\_\_\_\_

- (ii) Period of contract:
- (iii) Details of Performance Security:
- (iv) Payment terms:

\_\_\_\_\_  
(Signature, name and address  
Of the SAI's authorised official)  
For and on behalf of \_\_\_\_\_

Received and accepted this contract

\_\_\_\_\_  
(Signature, name and address of the contractor's executive  
duly authorised to sign on behalf of the contractor)

For and on behalf of \_\_\_\_\_

(Name and address of the Contractor)

\_\_\_\_\_  
(Seal of the Contractor)

Date: \_\_\_\_\_

Place: \_\_\_\_\_



