

राष्ट्रीय बाल भवन

(मानव संसाधन विकास मंत्रालय
का स्वायत्त संस्थान स्कूल शिक्षा एवं साक्षरता विभाग,
भारत सरकार)
कोटला रोड, नई दिल्ली – 110002



NATIONAL BAL BHAVAN

(An Autonomous Institution under
Ministry of Human Resource Development
Department of School Education & Literacy
Govt. of India)
Kotla Road, New Delhi - 110002

Tel.: 23232672, 23232667, 23231597 Fax : 23231158

SPEED POST

F.No. 22(8) /Security/NBB/2017

Dated 28.2.2018

To

Sub.: Inviting Sealed Limited Tenders for setting up and installation of completely new IP Base EPABX System in National Bal Bhavan, New Delhi.

Sir/Madam,

National Bal Bhavan is inviting sealed limited tenders in two bid system for setting up and installation of completely new IP Base EPABX(Electronic Private Automatic Branch Exchange) System in National Bal Bhavan, New Delhi on lowest cost basis for which the complete set of tender consisting the following documents are sent herewith :-

Tender documents for setting up and installation of completely new IP Base EPABX System	(i). Annexure-I indicating the specified requirement for National Bal Bhavan for new IP Base EPABX System. (ii). Annexure-II indicating the Terms and Conditions of Tender. (iii). Annexure-III - Tender Acceptance Certificate (iv). Annexure-IV - Technical Bid Eligibility Criteria proforma (v). Annexure-V - Price Bid Proforma	Last Date and time for submission of Tender	Date & Time for opening of Tender
		21.3.2018 at 11.00 p.m.	Technical Bid : on 21.3.2018 at 11.30 p.m. Price Bid : Date & time will be informed to qualified tenderers

2. Therefore, you are requested to kindly go through all the eligibility criteria, technical requirement and specifications and terms & conditions of tender and submit your tender as per date and time stipulated above. It may be ensured that at the time of opening of Technical Bid, the owner of firm him/herself should be present or send authorized representative with duly signed authorization letter attesting his signature in original at the time of opening of Technical Bid of tender on the stipulated date and time mentioned above.

Yours faithfully,

Encls. As above

(Mukesh Gupta)
Deputy Director(Admn.)

National Bal Bhavan,
Kotla Road, New Delhi-110002

TENDER DOCUMENT
For
CONTRACT FOR SETTING UP AND
INSTALLATION OF COMPLETE IP
BASE EPABX SYSTEM & TELEPHONE
CABLE AND ACCESSORIES IN N.B.B.
NEW DELHI

Tender Fee : Rs.500/-

TENDER FOR CONTRACT FOR SETTING UP AND INSTALLATION OF COMPLETELY NEW IP BASE EPABX SYSTEM IN NATIONAL BAL BHAVAN, NEW DELHI

Sealed limited tenders in Two Bid System are invited from the reputed, registered and well established firms/Cos. who have completed atleast three works for setting up of complete IP Base EPABX System during last 5 years in Govt. Offices/PSUs/ reputed firms/Cos. . Please enclose certified documents with Technical Bid and quote rate/cost in Price Bid and keep both in separate envelopes superscribing the line- “Technical Bid for Tender of IP Base EPABX System” and “Price Bid for Tender of IP Base EPABX System” Main envelop containing Technical & Price Bid should be addressed to the Director, National Bal Bhavan, Kotla Road, New Delhi-110002. Tender form may also be downloaded from the website of National Bal Bhavan i.e. nationalbalbhavan.nic.in. Sealed tenders accompanied with EMD should be dropped in the Tender Box available at main gate of National Bal Bhavan during working days and holidays. Date and time for submission and opening of tender is given below:-

Last date & time for submission of sealed tender in tender box at main gate	Date and time for opening of sealed tenders in the Conference Room of NBB	
	Technical Bid on	Price Bid on
21.03.2018 upto 11.00 a.m.	21.03.2018 at 11.30 a.m.	Date & time will be informed to qualified tenderers
Tender Fee (Non-refundable)	Rs.500/- by way of NEFT/RTGS details of which must be accompanied with Technical Bid	
Amount of EMD submitted by way NEFT/RTGS alongwith Technical Bid.	Amount of Security Deposit submitted by way of NEFT/RTGS by successful bidder	
Rs.25,000/-(Indicate Ref.No. in Technical Bid)	Rs.1,00,000/- (Rupees One Lakh Only)	
National Bal Bhavan’s Bank Details for making payment through NEFT/RTGS	Canara Bank, Deen Dayal Upadhyaya Marg, New Delhi-110002 (IFSC Code-CNRB0000158) Account No.0158101019047	

Tenders submitted after due date and time will not be accepted under any circumstances. The tenders must be submitted in sealed envelope with clear marking **“TENDER FOR SETTING UP AND INSTALLATION OF IP BASE EPABX SYSTEM”** on the envelope. The owner of firm him/herself or their authorized representative accompanied with **Authorization Letter** duly signed and stamped by the Tenderer/owner of firm may be present at the prescribed date and time of opening of the tenders. NBB has right to reject any or all the tenders without assigning any reason.

(Director, NBB)

ANNEXURE-I

EPABX system with all accessories , approved make and technical Specifications which are required for setting-up and installation of completely new IP Base EPABX System in National Bal Bhavan, New Delhi.

a)EPABX System with all Accessories:

S.No.	Description	Qty.
1	Supply Installation testing and commissioning of IP Based EPABX System Equipped with Voice mail in All Extension & IP Enabled: <ul style="list-style-type: none"> • No of Analog Extensions – 104 • No of SIP Extension-08 • No of Digital Extensions - 8 • No of Analog Trunks - 4 • Operator Console (24 Key) - 01 • 200 Pair MDF with Krone Module - 01 • Pure IP Telephone Communication Server • Universal Port Architecture • Flexible number plan • Inbuilt battery charger • In built caller ID • In built message lamp • Web Maintenance • In built LAN port • In built USB port • Dial out 32 party conference (8x4 groups) • Dial in 32 party conference (16x2 groups) • Mobile extension Expandable upto 800 extensions and 200 trunks	01Nos
2	Digital Key Telephone (24 programmable key)	04 Nos
3	Online UPS for power for ½ hr backup	01 Nos
4	12U Rack with all Accessories	01 Nos
5	Caller ID Telephone	90 Nos
6	Main Distribution Frame 200 Pair	02 Nos
7	Installation Commissioning & Customization Charges for EPABX system	01 Job

Supply and Installation of New Telephone Cable with Accessories as required :

S. No.	Description	Rate Per Unit
1	Supply & Laying of PVC Cable 2 Pair(Per Meter)	
2	Supply & Laying of PVC Cable 3 Pair(Per Meter)	
3	Supply & Laying of PVC Cable 5 Pair(Per Meter)	
4	Supply & Laying of PVC Cable 10 Pair(Per Meter)	
5	Supply & Laying of PVC Cable 20 Pair(Per Meter)	
6	Supply & Laying of Armoud Cable 10 Pair(Per Meter)	
7	Supply & Laying of Armoud Cable 20 Pair(Per Meter)	
8	Supply & Laying of Armoud Cable 50 Pair(Per Meter)	
9	Supply & Laying of PVC Channel 25mm(Per Meter)	
10	Supply & Laying of PVC Conduit 25mm(Per Meter)	
11	Supply & Fixing of PVC Channel 1½ inch(Per Meter)	
12	Supply & Fixing of 25mm G.I. Pipe(Per Meter)	
13	Digging & cable laying with restoration of soft soil (Per Meter)	
14	Digging & cable laying with restoration of hard soil(Per Meter)	
15	Supply & Fixing of 100 Pair DP Box with connection(NOS)	
16	Supply & Fixing of 50 Pair DP Box with connection(NOS)	
17	Supply & Fixing of 20 Pair DP Box with connection(NOS)	
18	Supply & Fixing of 10 Pair DP Box with connection(NOS)	

C) The articles should be of the following Approved make.

- 1. EPABX - PANASONIC/NEC/SYNTEL**
- 2. UPS for EPABX-APC/Luminous/Microtek**
- 3. MDF(MAIN DISTRIBUTION FREME)/DP BOX-Krone or superior brand.**
- 4. Operator Console or Digital Phone- PANASONIC/NEC/SYNTEL**
- 5. Caller ID Telephones – BEETEL/PANASONIC/P TEL**
- 6. PVC Conduit/channel-Setia/AKG/JMD or ISI superior brand**
- 7. Telephone PVC Cable-Delton/Finolex/DKE**
- 8. Around jelly filled cable- Delton/Finolex /DKE**
- 9. Server Rack:- Comrack/D LINK/Rittal**
- 10. 25 MM G.I PIPE:Any ISI BRAND**

TECHNICAL SPECIFICATION FOR IP Base EPABX System

S.NO	SPECIFICATION
1	The offered system shall be modular in design. The Architecture of the EPABX shall be capable of seamless migration to its maximum capacity by simply adding peripheral cards on the same set of control cards without compromising on any function, features of this system or any degradation of service. The EPABX shall support IP distributed architecture. IP access points shall be centrally administrable from the host system. Peer to Peer connectivity shall be possible on IP access points. The system shall have universal ports for line / trunk cards, wherein any peripheral card can be inserted in any slot of the peripheral shelf, thereby enhancing the flexibility of the configuration. The system should provide 19” rack mountable chassis.
2	IP Based EPABX should be expandable up to 800 Extensions,400 trunks.
3	The system shall support in-built music-on-hold. It shall also be able to interlace with an external music device
4	The system shall support have Voice over IP (VOIP) applications. The system should have integrated IP gateway minimum 128 channels . It should be possible to connect maximum 800 IP Extensions in the offered system. The system should support a maximum of 250 IP trunks.
5	The system should support DECT (Digital Enhanced Cordless Telephony) with option of multiple hand set to choose. The DECT phones should be of the same brand of EPABX.
6	The system shall be equipped with integrated (in-built) Voice Response System (VRS) with a minimum of 16 channels for voice processing applications allowing the incoming call to be directly connected to the desired extension number after the voice response from the VRS. The VRS should not occupy any slot or result in decrease of any ports.
7	The system should have in built battery charging facility
8	The system shall be equipped with an integrated (in-built) 16 Port Voice Mail System to be accessible to all ports of the EPABX. User shall be able to access the system internally or remotely from any phone and shall be able to record standard / personal greetings within the mailbox. The system shall be able to inform the outside caller about the exact status of the desired extension (no answer / busy). The system shall also support recording of name & personalized greeting within each mailbox. The voice mail card should reduce the extension capacity of the EPABX or occupy any slot. Further conversation recording should be possible with the same card. Also if required email-notification to the user be possible.
9	The legacy TDM circuits should not utilize any IP bandwidth when any TDM-TDM switching is being done in the system.
10	The system should have extensions lock facility,Toll restricted features
11	The system shall come along with a window based Call Billing Software which shall support detailed call information on all outgoing and incoming calls on trunks /trunk groups & extensions. Customization of reports shall be possible
12	The system should have abbreviated(Speed) dialing
13	It shall be possible for extension user to initiate up to 2 conferences of maximum 32 parties each with any combination of internal stations & outside circuits to talk to each other at the same time on the conference circuit. The conference call facility initialized by one of the extension users or by an attendant should be able to opt out on that conference without break up of ongoing conference (unsupervised conference). It should also support split in conference, barge-in conference and meet-me conference facility. Any following combination of conferences should be possible 2 X 32party, 4 X 16party, 8 X 8party
14	The system should have conversation recording
15	The system should have last number redial
16	The system should have least cost routing

17	The system should have hotline facility
18	The system should have multiple ring tone
19	The system should have web based configuration manger
20	The system should have toll restriction, dial block, override
21	The system should have door lock facility

Technical Specification for Operator Console /Digitals Phone:-

Sr.No.	DESCRIPTION
1	The key phone should have facility of dual color LED indication
2	Following minimum facilities shall be (i) 3 lines * 24 Characters per line LCD Screen (ii) Visual Display of Calling & Called Station (iii) Key Pad Dialing (iv) Interface for Head set Operations (v) Busy Override (vi) Subscriber Identity (vii) Call Splitting (viii) Trunk to Trunk access / Transfer (ix) Transfer of trunk call to other console (x) Breaking into busy extension with an interruption tone (xi) External Line Hold (xii) Call Parking (xiii) Selective pickup of calls on hold (xiv) Call Pickup (xv) Camp on Busy (xvi) Night Service (xvi) DSS with at least 64 keys indication
3	The key phone should have ring LED indicator
4	The key phone should have full hands free operation,
5	The key phone should have facility to connect additional console for additional programmable keys minimum 60 key

I/we have read, gone through and understood all the aforesaid technical requirement, specification, make, model and brand which are accepted.

Dated:

Signature of authorized signatory :.....
with Seal of firm

Full name, address & Mobile :.....
 No. of authorized signatory :.....
 (In Capital/Block letters) :.....

ANNEXURE-II

Terms and conditions for setting-up and installation of completely new IP Base EPABX System in National Bal Bhavan, New Delhi.

1. The invitation is open to all reputed, registered and well established firms/Cos. who have completed atleast three works for setting up of complete IP Base EPABX System during last 5 years in Govt. Offices/PSUs/ reputed firms/Cos. Please enclose certified documents copy of three Satisfactory Work Completion Certificate from the concerned offices.
2. **UNCONDITIONAL RATES/COST:** Only unconditional rate/cost will be accepted. Interested firms/Cos. are requested to quote their unconditional rates **WITHOUT ANY CARTAGE CHARGES** which should be quoted & **TYPED** strictly in proforma Price Bid prescribed for quoting the rate/cost. Cutting/overwriting should be attested by the authorized signatory. **NO ADVANCE or PART PAYMENT will be made to start the work.**
3. **WARRANTY PERIOD :** **Successful tenderer should give atleast 1 year's warranty or more to deal and repair each and every defect of each and every part/item and complete IP Base EPABX System to be set-up/installed by them in National Bal Bhavan.**
4. **Rate Validity Period :** **Rate of each of item/material/part of EPABX System will be valid for 1 Year after completion/expiry of Warranty Period of one year.**
5. **Time limit for completion of installation of work :** **Successful tenderer should have to set up/install complete EPBAX System of prescribed specification/Brand/model with branded parts/items in National Bal Bhavan within 30 days from receipt of NBB's Award Letter otherwise PENALTY @Rs.1000/- per day should have to be deposited to National Bal Bhavan from 31st day to till the day of finally completion of installation work for delay caused on the part of the firm/Co.**
6. **Tender Fee :** Non-refundable Tender Fee of **Rs.500/-** must be paid to NBB by way of NEFT/RTGS in National Bal Bhavan's Canara Bank Account No.0158101019047(IFSC Code failing which the Tender will stand rejected automatically.
7. **EMD:** The tenders will be accepted on payment of Earnest Money Deposit of **Rs. 25,000/-** (Rupees Twenty Five Thousand only) to NBB by way of NEFT/RTGS in National Bal Bhavan's Canara Bank Account No.0158101019047(IFSC Code No. CNRB 0000158) failing which the Tender will stand rejected automatically. The Earnest Money will be returned/refunded to the unsuccessful tenderers.
8. **Security Deposit :** **Successful tenderer should have to deposit Security Deposit of Rs.1,00,000/- (Rupees One Lakh Only) within 7 days from receipt of award letter. In case the successful tenderer fails to set-up and install the EPABX System in NBB within stipulated time, the award of work shall be cancelled and security deposit will be forfeited.**

9. The bidder/tenderer must be a reputed manufacturer, National distributor Or authorized partner/Dealer. Latest ink signed **Authorization Letter** addressed to tendering firm/Co., issued after date of publication of this tender, by the Original Equipment Manufacturer (O.E.M.) should be enclosed alongwith Technical Bid without which technical bid would be treated as incomplete and is liable to be rejected.
10. It may be specifically mentioned whether your Tender is strictly as per specifications / conditions. If not, deviation must be spelt out specifically in the technical bid. In the absence of this the, tender may be rejected.(Copy Enclosed EPABX Brochure with Model No)
11. The tenderer should be in a position to set-up and install completely new IP Base EPABX System within stipulated time period of 30 days from the issue of Purchase order
12. The proprietor of Firm /Company Director shall be available on his telephone and also on mobile phone so as to enable National Bal Bhavan to contact in case of urgency.
13. The Director, National Bal Bhavan reserves the right to reject any or all the tenders in full or in part thereof without assigning any reason or compensation. The decision of Director, National Bal Bhavan will be final and binding on the tenderer.
14. Defective and unbranded installation of parts/items / material in system will lead to rejection of material and cancellation of award of work for which security deposit will be forfeited and L-1 tenderer will be replaced by next lowest tenderer as per decision of the Director,National Bal Bhavan.
15. The supplier should mention GST, PAN Number (compulsorily provide copy thereof) and also particulars of Bank and Account No. for payment through NEFT/RTGS.
16. The National Bal Bhavan is not bound to accept lowest rate of any Tender.
17. No tenderer firm/Co.will be allowed to withdraw/back off after submission of the tender, otherwise the EMD submitted by the tendering firm would be forfeited.
18. In case the successful tenderer declines/backs out of the offer of contract or fails to supply of for whatsoever reason(s), his EMD/Performance Security will be forfeited.
19. Any differences or disputes between the National Bal Bhavan and the tendering firm arising during tendering period shall be resolved amicably or solved under the jurisdiction of Indian Law in the Courts of New Delhi only.
20. Payment terms: Payment will be made after successful installation of EPABX System and satisfactory working of complete IP Base EPABX System.

21. For any clarification the tenderer may contact the Security Officer-cum-Caretaker, National Bal Bhavan on phone 011-23216693 Fax No. is 23231158.

I/we have read, gone through and understood all the above terms and conditions which are accepted.

Dated:

Signature of authorized signatory :.....
with Seal of firm/Co.

Full name, address & Mobile :.....
No. of authorized signatory :.....
(In Capital/Block letters) :.....

ANNEXURE-III

Tender Acceptance Certificate

It is certified/declared that before quoting the cost for setting-up and installation of completely new IP Base EPABX System in prescribed proforma, I have read, gone through, understood and complied required specifications, approved make/brand and all the terms and condition of tender of National Bal Bhavan which are accepted to our firm.

Dated:

Signature of authorized signatory :.....
with Seal of firm

Full name, address & Mobile No. of owner/a :.....
authorized signatory/tenderer :.....
(In Captal/Block letters) :.....

ANNEXURE-IV

Technical bid Eligibility Criteria

Sl. No.	Details of requisite documents	Details to be provided by Tenderer	Enclosed proof indicating PAGE No.
1.	Name of main tenderer i.e.owner of firm/Co.with Contact Number. Email ID		
2.	Proof of ownership of owner of firm/Co.		
3.	Complete name and address of firm/Co. with telephone No. and e-mail ID.		
4.	A copy of valid identity and residential proof of owner of Firm/Director of Co. i.e. Aadhar Card,Voter ID, Driving Licence, Electricity bill.		
5.	In case tender is to be submitted through authorized representative of firm/Co. Name & designation of authorized representative of firm/Director of Co. alongwith duly signed, stamped letter in original indicating attestation of his/her signature by owner of the firm/Co.		
6.	Year of Establishment/Incorporation for firm/Co.		
7.	Registration,Incorporation Certificate of firm/Co. from the concerned competent authority.		
8.	Permanent Account No.(PAN) of firm/Co.		
9.	GST No. of Firm/Co.		
10.	Details of Tender Fee of Rs,500/- (Submit transaction reference No. of RTGS/NEFT to check the status)		
11.	Details of Earnest Money Deposit(EMD) of Rs.25,000/-(Rupees Twenty Five Thousand Only) (Submit transaction reference No. of RTGS/NEFT to check the status)		

12.	Latest ink signed Authorization Letter addressed to your tendering firm/Co. issued after date of publication of this tender by the Original Equipment Manufacturer (O.E.M.) should be enclosed alongwith Technical Bid.		
13.	Self attested copy of EPABX Brochure with Model Number/make etc.		
14.	Three(03) Satisfactory Work Completion Certificates for setting up and installation of IP Base EPABX System in Govt. Offices/ PSUs/ reputed firms to show at least three completed works during last 5 years.		
15.	Details of past and present contracts for setting up and installation of IP Base EPABX System i.e. Name & Address of Office/Deptt./organization from whom work is/was awarded to your firm	(i). Title/name of work (ii). Period of contract for installation of EPABX System(From Starting date to completion date) (iii) Total cost of work	Status of Firms from whom work is/was awarded- Govt./Semi-Govt./Govt.Aided/ Autonomous Body/PSU/Pvt. etc.
(i).			
(ii).			
(ii).			
16	Firm/Co.'s Bank Details	Name of Bank & Branch Account No.- IFSC Code	

It is certified/declared that all the information given above and documents enclosed, are true/correct in all respect.

Dated:

Signature of authorized signatory :.....
with Seal of firm/Co.

Full name, address & Mobile No. of owner/ :.....
authorized signatory/tenderer
(In Captal/Block letters)

ANNEXURE-V

Financial Bid

(A) Price BID for supply ,Installation and commissioning of IP Based EPABX System (Telephone Exchange) with all accessories Based on Approved make for National Bal Bhawan, New Delhi

S.No.	Description	Qty.	Unit Rate (In Rs.)	GST- %age	Net Unit Rate(In Rs.)
1	Supply Installation testing and commissioning of IP Based EPABX System Equipped with Voice mail in All Extension & IP Enabled: <ul style="list-style-type: none"> • No of Analog Extensions – 104 • No of SIP Extension-08 • No of Digital Extensions - 8 • No of Analog Trunks - 4 • Operator Console (24 Key) - 01 • 200 Pair MDF with Krone Module - 01 • Pure IP Telephone Communication Server • Universal Port Architecture • Flexible number plan • Inbuilt battery charger • In built caller ID • In built message lamp • Web Maintenance • In built LAN port • In built USB port • Dial out 32 party conference (8x4 groups) • Dial in 32 party conference (16x2 groups) • Mobile extension Expandable upto 800 extensions and 200 trunks	01 Unit			
2	Digital Key Telephone (24 programmable key)	04 Nos			
3	Online UPS for power for ½ hr backup	01 Nos			
4	12 u Rack with all Accessories	01 Nos			
5	Caller ID Telephone	90 Nos			
6	Main Distribution Frame 200 Pair	02 Nos			
7	Installation Commissioning & Customization Charges for EPABX	01 Job			
8	GRAND TOTAL (Total excluding of all Taxes)				

Total Amount (In Rs.....)

(B) Price BID for supply, Installation and commissioning of Telephone Cable and accessories Based on Approved Make for National Bal Bhawan New Delhi

S. No.	Description and quantity	Rate(Per meter (In Rs.)	GST	Net Rate Per meter (In Rs.)
		Applicable at the time of billing		
1	Supply & Laying of PVC Cable 2 Pair(Per Meter)			
2	Supply & Laying of PVC Cable 3 Pair(Per Meter)			
3	Supply & Laying of PVC Cable 5 Pair(Per Meter)			
4	Supply & Laying of PVC Cable 10 Pair(Per Meter)			
5	Supply & Laying of PVC Cable 20 Pair(Per Meter)			
6	Supply & Laying of Armoud Cable 10 Pair(Per Meter)			
7	Supply & Laying of Armoud Cable 20 Pair(Per Meter)			
8	Supply & Laying of Armoud Cable 50 Pair(Per Meter)			
9	Supply & Laying of PVC Channel 25mm(Per Meter)			
10	Supply & Laying of PVC Conduit 25mm(Per Meter)			
11	Supply & Fixing of PVC Channel 1½ inch(Per Meter)			
12	Supply & Fixing of 25mm G.I. Pipe(Per Meter)			
13	Digging & cable laying with restoration of soft soil (Per Meter)			
14	Digging & cable laying with restoration of hard soil(Per Meter)			
15	Supply & Fixing of 100 Pair DP Box with connection(NOS)			
16	Supply & Fixing of 50 Pair DP Box with connection(NOS)			
17	Supply & Fixing of 20 Pair DP Box with connection(NOS)			
18	Supply & Fixing of 10 Pair DP Box with connection(NOS)			
19	Total Unit Cost of Cable And Accessories			

Note : Consumption of Cables, DP Boxes, PVC Channel, PVC Conduit Pipe & G.I. Pipe etc. will be charged on actual basis.

Total Unit cost for the Cable work will be Rs.

Net Financial Bid

S.No.	Details	Total Amount/cost of A and B above (in Rs.)
A	Grand Total for Supply, Installation and commissioning of IP Based EPABX System (Telephone Exchange) with all accessories for National Bal Bhawan New Delhi	
B	Grand Total for supply, Installation and commissioning of Telephone Cable and accessories (as required.)	
Total Amount(In Rs.)		

Total Final Amount(In Rs.).....

Total Final Amount(In Words).....

Dated:

Signature of authorized signatory :.....
with Seal of firm/Co.

Full name, address & Mobile No. of owner/ :.....
authorized signatory/tenderer
(In Captal/Block letters)