

**Bhabha Atomic Research Centre
Media Relations & Public Awareness Section
A-1-4, SIRD, Central Complex,
BARC, Trombay, Mumbai 400085.
Tel. No. : 022-25593617
Email : singhrk@barc.gov.in**

NOTICE INVITING TENDER NO :_BARC/MRPAS/NIT/2017/75032

**PRINTING OF VARIOUS ITEMS FOR BARC PUBLIC AWARENESS
PROGRAMME**

Description of work	Printing Of Various Items For BARC Public Awareness Programme
Estimated Cost of the contract	₹. 25.00 lakhs (Rupees Twenty five Lakhs only)
Period of Contract	24 months from date of award of Contract
Earnest Money Deposit (EMD)	₹ 50,000/- (Rupees Fifty thousand only)
Cost of tender document	₹ 500/- (to be submitted at the time of submission of tender documents)
Place of Sale of Tender document	North Gate Reception between 14.00 to 16.00 hrs.
Issue of Tender	15.05.2017 to 19.05.2017 (Monday to Friday) 14.00 hrs to 16.00 hrs.
Pre-bid meeting with bidders	22.05.2017 (Monday) 14.30 to 16.00 hrs. North Gate Reception
Last Date for submission of Tender	31.05.2017 11.00 am to 14.00 hrs (Wednesday) North Gate Reception
Opening of Technical bid	07.06.2017 (Wednesday)
Date & Time of opening of Price bid	15.06.2017 (Thursday) 14.00 hrs.
Contact No	25592627/25592829/25593617
Fax No.	25505151
E-mail	singhrk@barc.gov.in

For further details, please refer to the detailed NIT at BARC website www.barc.gov.in

- (1) Tender documents will not be issued to bidders who are not meeting the eligibility criteria indicated in the detailed NIT.
- (2) Canvassing in any form shall lead to disqualification from the process for participating in the Tender.

BHABHA ATOMIC RESEARCH CENTRE
Media Relations & Public Awareness Section
A-1-4, SIRD, Central Complex,
BARC, Trombay, Mumbai 400085.
Tel. No. : 022-25593617

NOTICE INVITING TENDER No.BARC/MRPAS/NIT/2017/75032

Sealed item rate tender in single part in the prescribed form are hereby invited on behalf of The Director, Bhabha Atomic Research Centre, for the following works from Contractors having requisite experience in similar nature of work.

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E-mail	singhrk@barc.gov.in

Note: In case the last date of sale and/or the date of receipt and opening of tender are declared as a holiday, the respective date shall be treated as postponed to the next working day.

1. Scope of Work:

To make **PRINTING OF VARIOUS ITEMS FOR BARC PUBLIC AWARENESS PROGRAMME** as per specifications given below:-.

Sr. No.	Description	Quantity
1	Posters 3 x 3 feet – non tear paper 210 gsm with receptor coating.	Will be as per demand of event
2	Banners 8 x 2.5 feet, 4 x 6 feet and 1 x 12 feet. Non toxic water based 1200 dpi Indoor/outdoor use, reinforced corners with eyelets (Kindly note size would alter and would be intimated as per place of exhibition venue too) (Top quality and current technology)	Will be as per demand of event
3	Caps (white) with printing, logo etc, cotton nylon mix with top quality elastic, peak, adjustable Velcro closure, sweat band.	Will be as per demand of event
4	Pens with single color printing of BARC name and logo, twist function, gel ink, high quality plastic body and high quality metal clip grip	Will be as per demand of event
5	Handouts – 100 gsm front back or single fold 4 color with aqua varnish	Will be as per demand of event
6	T-Shirts – Polo Cotton/Lycra white XL/L regular length T shirts with high count, wrinkle free, hosiery/cotton or lycra, polo T-shirts, no pockets, front opening, screen printed/transfer depending on nature of design	Will be as per demand of event
7	3x3 pop up stand: 5 sheets of PVC with digital Printing and mat lamination with high quality of magnet adhesive at the back of the sheet. 4x3 pop up stand: 6 sheets of PVC with digital Printing and mat lamination with high quality of magnet adhesive at the back of the sheet.	Will be as per demand of event

2. Eligibility for issue of Tender Document:

Experience of having successfully completed works during the last 5 years ending last day of the month previous to the one in which applications are invited. The works completed upto previous day of the last date of submission of tenders shall also be considered.

Three similar completed works costing not less than the amount equal to 40% of estimated cost put to tender.

or

Two similar completed works, costing not less than the amount equal to 60% of the estimated cost put to tender.

or

One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum calculated from the date of completion to last date of receipt of applications for tender.

Other Eligibility

- (i) Average annual financial turnover should be at least 100% of the estimated cost during the immediate last 3 years ending 31st March 2017.
- (ii) Should not have incurred any loss in more than 2 years during the immediate last 5 years ending 31st March 2017

3. Instructions to Tenderers

3.1 Tender document can be collected from North Gate Reception, BARC 15.05.2017 to 19.05.2017 (Monday, Tuesday, Thursday & Friday) 14.00 hrs to 16.00 hrs. Interested contractors may submit their application in their official letterhead authorising the representative to collect the Tender Documents. The cost of tender document of Rs. 500/- (Rupees Five hundred only, Non-refundable) payable in Cash only. Documentary proof of the following shall be submitted while purchasing the tender document. **The tenders will not be sent by post.**

- (a) Past experience/list of similar work completed/in progress with their costs during last five years.
- (b) Latest Income Tax Clearance Certificate.
- (c) Certificate from Chartered Accountant stating the Statement of Profit & Loss Accounts for last 5 years.
- (d) Latest Bank Solvency Certificate of value not less than 40% of the estimated cost issue not earlier than one year from date of starting of sale of tender.

Note1: Original documents shall be produced for verification as and when called for.

Note2: The Contractors shall submit a list of works which are in hand (in progress) in the following form:
:

Sr. No	Name of the work	Name & particulars of Division where the work is being executed	Amount	Position of the work in progress	Remarks
1	2	3	4	5	6

3.2 Tender Documents will be issued only on fulfilling the eligibility criteria and producing the proof of documents as given above.

3.3 The person deputed for purchase of Tender Documents shall carry photo identification like Identity Card issued by the Firm, Passport, Voter's Identity Card, Driving License, PAN Card etc.

3.4 It will be obligatory on all tenderers not submitting their bids should return the Original Tender Documents. However, cost of Tender Documents will not be refunded.

- 3.5 Tender documents are not transferable.
- 3.6 Competent Authority (Director, BARC) reserves the right to reject any or all tenders or to award part(s) of work to different agencies without assigning any reasons thereof.
- 3.7 Tenders should be submitted only in the prescribed format annexed to the Tender Document. Tenderers shall quote the rates clearly in **Schedule 'B'** of the Tender Document i.e. Schedule of Rates and Quantities only.
- 3.8 Earnest Money shall be submitted along with the Tender Documents. The Earnest Money Deposit should be in the form of **Fixed Deposit Receipt / DD** only drawn on any Nationalised/Scheduled Bank in favor of "**Accounts Officer, BARC**". Tenders not accompanied by Earnest Money will be summarily rejected.
- 3.9 Tenders are to be submitted in sealed envelopes consisting of the following:

Envelope No.1: Earnest Money Deposit (EMD).
Envelope No.2: Technical Bid
Envelope No.2: Price Bid duly completed in all respect and signed on all pages by the authorized signatory

These envelopes shall then be placed in another sealed envelope super-scribing the tender reference number, name of work and due date and submitted to the following address:

**Media Relations & Public Awareness Section
A-1-4, SIRD, Central Complex,
BARC, Trombay, Mumbai 400085.
Tel. No. : 022-25593617**

It may be noted that no EMD exemption would be permissible under any circumstances.

The envelope No.1 containing the EMD shall be opened first. If EMD is found to be in order then only the envelope No.2 containing the technical bid will be opened. In case the EMD is not deposited or not found in order, the tender shall not be considered at all.

- 3.10 It will be obligatory on the part of the Tenderer to sign on all the pages of the tender document for all the components/parts of the Tender and affix his/his Company's rubber stamp on every page of the Tender.
- 3.11 Tenderers should quote the rates in figures as well as in words in Schedule - B. The amount for each item should be worked out and the requisite totals given. All corrections shall be attested by dated initials of the Tenderer.
- 3.12 If the amount of an item is not worked out by the Tenderer or if it does not correspond with the rates written either in figures or in words then the rates quoted by the Tenderer will be taken as correct, not the total amount. If there found to be any discrepancy between the rates written in figures and words, then the rates which correspond to the amount worked out by the tenderer will be taken as correct.
- 3.13 Partnership firms will be considered only if:
- (a) Partnership Deed Agreement has been entered into before the purchase of Tender Document and copy thereof is enclosed with the Tender.
 - (b) The Tender Document is purchased in the name of Partnership Company such Partnership is legally in order.

- 3.14 Competent Authority (Director, BARC) does not bind himself to accept the lowest tender or any tender and reserves to himself the right to accepting the whole or any part of the tender and the tenderer shall be bound to perform the services at the rates quoted and as accepted in the Work order/Agreement.
- 3.15 Tenders with any condition including conditional rebate shall be rejected. However, tenders with unconditional rebate will be accepted.
- 3.16 The quotation shall have a minimum validity of 180 days from date of opening of tender. If any Tenderer withdraws his tender before expiry of the validity period or makes any modifications in the terms and conditions of the tender which are not acceptable to the BARC shall without prejudice to any right or remedy, be at liberty to forfeit 50% of the Earnest Money absolutely. Modified Tenders, in any case, shall not be accepted.
- 3.17 CANVASSING IN ANY FORM IN CONNECTION WITH THE TENDER IS STRICTLY PROHIBITED AND SHALL DISQUALIFY THE TENDERER.
- 3.18 For any clarifications, please contact Media Relations & Public Awareness Section, A-1-4, SIRD, Central Complex, BARC, Trombay, Mumbai 400085. Tel. No. : 022-25593617

**Head, Media Relations & Public Awareness Section
Bhabha Atomic Research Centre**

SECTION – II

FORM OF AGREEMENT AND GENERAL RULES AND SECTIONS FOR THE GUIDANCE OF CONTRACTORS MEMORANDUM

ITEM RATE TENDER & CONTRACT FOR WORKS FORM OF TENDER AND GENERAL RULES AND DIRECTIONS FOR THE GUIDANCE OF CONTRACTOR

GENERAL RULES AND DIRECTIONS

1. All works proposed for execution by contract will be notified in a form of invitation to tender pasted in public places and signed by the Officer inviting tender (**Head, MR&PAS, BARC, Mumbai 400085**) or by publication in Newspapers as the case may be.

This form will state the work to be carried out, as well as the date for submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the application, and the amount of Security Deposit and Performance Guarantee to be deposited by the successful tenderer and the percentage, if any, to be deducted from the bills. Copies of the specifications, designs and drawings or any other documents required in connection with the work signed for the purpose of identification by the officer inviting tender shall also be open for inspection by the contractor at the office of the officer inviting tender, during office hours.

2. In the event of the tender being submitted by a firm, it must be signed separately by each partner, thereof, or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power-of-attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act, 1952.

3. Receipts for payments made on account of work, when executed by a firm, must also be signed by all the partners, except where the contractors are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having due authority to give effectual receipts for the firm.

4. Any person, who submits a tender, shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenders, which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort, including conditional rebates, will be summarily rejected. No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit separate tender for each. Tender shall have the name and number of the works to which they refer, written on the envelopes. The rate(s) must be quoted in decimal coinage. Amounts must be quoted in full rupees by ignoring fifty paise and considering more than fifty paise as rupee one.

5. The officer inviting tender or his duly authorized assistant will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form. In the event of a tender being accepted, a receipt for the earnest money shall thereupon be given to the contractor who shall thereupon for the purpose of identifications sign copies of the specifications and other documents mentioned in Rule 1. In the event

of a tender being rejected, the earnest money shall thereupon be returned to the contractor remitting the same, without any interest.

6. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.

7. The receipt of an accountant or clerk for any money paid by the contractor will not be considered as an acknowledgment of payment to the officer inviting tender and the contractor shall be responsible for seeing that he procures a receipt signed by the officer inviting tender or a duly authorized Cashier.

8. The memorandum of work tendered for and the schedule of materials to be supplied by the Bhabha Atomic Research Centre and their issue rates, shall be filled and completed in the office of the officer inviting tender before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and incomplete, he shall request the officer to have this done before he completes and delivers his tender.

9. The tenderers shall sign a declaration under the officials Secret Act 1923, for maintaining secrecy of the tender documents drawings or other records connected with the work given to them. The unsuccessful tenderers shall return all the drawings given to them.

10. Use of correcting fluid, anywhere in tender document is not permitted. Such tender is liable for rejection.

11. In the case of item rate tenders, only rates quoted shall be considered. Rates quoted by the contractor in Item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found the rate which correspond with the amount worked out by the contractor shall unless otherwise proved be taken as correct. If the amount of an Item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words, then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally, but the amount is not worked out correctly, the rates quoted by the contractor will unless otherwise proved be taken as correct and not the amount. In event no rate has been quoted for any item(s), leaving space both in figure(s), word(s) and amount blank, it will be presumed that the contractor has included the cost of this/these item(s) in other items and rate for such item(s) will be considered as zero and the work will be required to be executed accordingly.

12. In case of any tender where unit rate of any item / items appear unrealistic, such tender will be considered as unbalanced and incase the tenderer is unable to provide satisfactory explanation, such a tender is liable to be disqualified and rejected.

13. All rates shall be quoted on the tender form. The amount for each item should be worked out and requisite totals given. Special care should be taken to write the rates in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word 'Rs.' should be written before the figure of rupees and word 'P' after the decimal figures, e.g., 'Rs.2.15 P' and in case of words the word 'Rupees' should precede and the word 'Paise' should be written at the end. Unless the rate is in whole rupees and followed by the word 'only' it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.

14. (i) The contractor whose tender is accepted, will be required to furnish performance guarantee of 5% (five percent) of the tendered amount within 15 days from the date of issue of letter of Indent. This guarantee shall be in form of Fixed Deposit Receipts or Bank Guarantee of any Nationalized /Scheduled bank in accordance with the prescribed form. (ii) The contractor whose tender is accepted will also be required to furnish by way of security deposit for the fulfillment of his contract, an amount equal to 2.5% of the work order as value of the work. The security deposit will be collected by deductions from the running bills of the contractor at the rates mentioned above and the earnest money deposited at the time of tenders, will be treated as part of security deposit. The security amount will also be accepted in Fixed Deposit Receipts or Bank Guarantee of any Nationalized /Scheduled bank will also be accepted for this purpose provided confirmatory advice is enclosed.

15. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Officer in charge shall be communicated in writing to the Registrar.

16. Sales Tax/VAT/(Service Tax), Purchase Tax, Turnover tax or any other tax on material in respect of this contract shall be payable by the contractor and government will not entertain any claim whatsoever in respect of the same.

17. The contractor shall give a list of both gazetted and non-gazetted BARC employees if anybody related to him.

18. The tender for the work shall not be witnessed by a contractor or contractors who himself/themselves has/have tendered or who may and has/have tendered for the same work. Failure to observe this condition would render, tenders of the contractors tendering, as well as witnessing the tender, liable to summary rejection.

19. The contractor shall submit list of works which are in hand (progress) in the following form:

Name of work	Name & particulars of work is being executed	Value of work	Position of works in progress	Remarks
1	2	3	4	5

DECLARATION

I/We, hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as Secret/Confidential documents and shall not communicate information /derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the state.

Dated _____ day of _____ 2017

TENDERER(s)
* SIGNATURE

Witness _____
Address _____
Occupation _____

ACCEPTANCE

The above tender is hereby accepted by me for and on behalf of the Director, Bhabha Atomic Research Centre.

Dated the _____ Day of _____ 2017

@.....
For and on behalf of the Director, Bhabha Atomic Research Centre

*Signature of contractor before submission of tender.
+Signature of witness to contractor’s signature.
@Signature of the officer by who accepted.

SECTION – III DETAILED JOB SPECIFICATIONS

1.0 NAME OF THE WORK :- “PRINTING OF VARIOUS ITEMS FOR BARC PUBLIC AWARENESS PROGRAMME for Media Relations & Public Awareness Section, BARC, Trombay, Mumbai 400085

2.0 SCOPE OF WORK:-

1. Tenders for all works only will be considered else will be rejected.
2. Printing should be on Glossy (matt finish if asked for), water resistant paper, and similar to photographic paper. Ideal for photos and scientific posters. All posters will be laminated types.
3. Outdoor Banner Vinyl - 13 oz scrim vinyl, printed with UV and water resistant inks. Designed for outdoor use up to three years.
4. Wrinkle Resistant Fabric type - Perfect for international poster conferences. Fold up and packable in suitcase. Wrinkle resistant, fade resistant, tear resistant.
5. Brochure Printing – should make use of high quality papers and contrasting colors to catch the eye of visitor or dignitaries.
6. Handouts – single fold, two fold, three fold. Should be of high quality ink and paper.
7. Scientific posters – Poster size 3 x 3 (or as directed from time to time).
8. Banners – 8 x 2.5 feet/4 x 6 feet and 1 x 12 feet as per requirement
9. Language translation, Art Work designing and printing of the posters should also be done.
10. Caps, Pens, T-Shirts (All with BARC logo, name etc – print content will be provided)
11. Providing of official email id, 24 x 7 contactable mobile phone numbers etc
12. Orders for printing, supply should be available on emergency basis too apart from regular orders. The items should be delivered all over India at site, or to person/persons at places directed by MR&PAS personnel.
13. Person from the firm should hang or display, fix, remove, Banners and posters within exhibition area, stall and outside places. Ropes, wooden frames etc to be provided as per requirement.
14. Samples of paper/fabric/flex of highest quality should accompany the quotation. Samples of poster, fabric for T-shirts, caps, pens etc should also be given for physical assessment.
15. Designing of Poster with stock images or images and text supplied by Client in soft copy as Word, PPT EPS, PSD CDR, PDF or AI format in English, Devnagri language, Color scheme to match the subject. Image editing, All options to be given once approved.
16. Posters will be printed in Four color on HP Inkjet in high resolution of 720 x 1440 dpi, image quality of 300 dpi on Vinyl material. Bleed Area of 2” on all four sides. Matt/Gloss lamination, packed in rolled format, on hard round light weighted roller.
17. Besides Vinyl, other materials like Canvas, One way vision, Satin, Photo glossy paper, Backlit, Silver metallic.
18. Banners on 250 gsm, flax material with water resistant, Flax/Starflex 4 pass, Solvent/UV ink printing in 100 dpi. With eyelets fixed. Delivery in rolled format.

19. Pen – top quality body ball pen with quality spring, ink refill (long life ink) and single color printing on barrel.
20. Cap – Standard size adjustable white caps in 100% cotton, smooth surface, quality elastic and stitches with printing on front.
21. T-shirts – Cotton T shirts with high count, wrinkle free, hosiery or lycra, round neck & polo T-shirts with printing in front and behind.
22. Fine of Rs. 500.00 (Rupees Five hundred) per hour will be levied for delay in reaching to the designated site.
23. Brand name of ink and paper/fabric/vinly etc has to be given.

SECTION - IV

PART 'A'

BHABHA ATOMIC RESEARCH CENTRE

(Technical Bid)

Sr.No.	Specifications	Yes/No	Points
1	Do you have a factory setup (Rental/Own)		
2	Is there Machinery & Equipment setp at your Factory (Rental/own)		
3	Type of manpower (Permanent/Temp)		
4	Whether manufacturing is being by yourself for by any subcontractor		
5	Number of years the bidder is in business		
6	Bidder should have an experience of this kind of job atleast for five years (copy of atleast three completion certificates should be provided)		
7	Bidder should have successfully implemented this kind of job atleast from three different indentor		
8	Bidder should have an annual turnover of Rs. 25 lakh or more		
9	Bidder must have sufficient number of workers with knowledge and understanding of work		
10	PAN No. /Service Tax Registration		
11	Is your firm or company black listed/banned by any government institution in the past.		

SECTION - V

PART 'B'

PRICE BID

Sr. No.	Description	Quantity
1	Posters 3 x 3 feet – non tear paper 210 gsm with receptor coating.	Will be as per demand of event
2	Banners 8 x 2.5 feet, 4 x 6 feet and 1 x 12 feet. Non toxic water based 1200 dpi Indoor/outdoor use, reinforced corners with eyelets (Kindly note size would alter and would be intimated as per place of exhibition venue too) (Top quality and current technology)	Will be as per demand of event
3	Caps (white) with printing, logo etc, cotton nylon mix with top quality elastic, peak, adjustable Velcro closure, sweat band.	Will be as per demand of event
4	Pens with single color printing of BARC name and logo, twist function, gel ink, high quality plastic body and high quality metal clip grip	Will be as per demand of event
5	Handouts – 100 gsm front back or single fold 4 color with aqua varnish	Will be as per demand of event
6	T-Shirts – Polo Cotton/Lycra white XL/L regular length T shirts with high count, wrinkle free, hosiery/cotton or lycra, polo T-shirts, no pockets, front opening, screen printed/transfer depending on nature of design	Will be as per demand of event
7	3x3 pop up stand: 5 sheets of PVC with digital Printing and mat lamination with high quality of magnet adhesive at the back of the sheet. 4x3 pop up stand: 6 sheets of PVC with digital Printing and mat lamination with high quality of magnet adhesive at the back of the sheet.	Will be as per demand of event

Rates shall be inclusive of all rates and taxes.

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Signature of bidder with Office Seal

SECTION - VI

SCHEDULE 'E'

Reference to General Conditions of contract

Name of work	:	PRINTING OF VARIOUS ITEMS FOR BARC PUBLIC AWARENESS PROGRAMME, Banners, Handouts etc
Estimated cost of work	:	Rs. 25,00,000 (Rupees Twenty five lakhs)
Earnest Money Deposit	:	Rs. 50,000.00 (Rupees Fifty thousand)
Performance Guarantee	:	5% of tendered value
Security Deposit	:	2.5% of tendered value