

Bidder's Compliance for Scope of work

Name of Bidder : _____ Name of Country: _____

Sr. No.	Parameters of Scope of Work	Bidder's Compliance (Yes / No)
1.	The agent shall act as representative of HAL and liaise with customers, Govt. machinery covering the business interests of HAL in the territory appointed in respect of the potential business opportunities identified.	
2.	Provide following information to HAL as & when sought by HAL.	
	a. The current market scenario,	
	b. Market Demand forecast / Requirement,	
	c. Competition,	
	d. Market levels,	
	e. Funding, etc.	
	f. Local information relevant thereto,	
	g. Technical specification requirements of Customers,	
	h. Local laws, ordinances, regulations, applicable rules, taxes and procedures,	
	i. Documentation issued by the Customers, Government, Ministries, Consultants and other bodies relating thereto.	
3.	Promote HAL's capabilities with Clients/customers with necessary support provided by HAL.	
4.	Promotion of the products / services of HAL with Client, and other concerned related parties for conversion of Enquiry into Order / Contract in favour of HAL.	
5.	Finalization of Contract / Purchase Order in favour of HAL.	
6.	Liaise with Client/customer for conduct of meetings & smooth execution of the Project.	
7.	Co-ordinate and assist release of payments to HAL on time and in conformity with contractual terms and conditions.	
8.	Assist in timely submission / release, as the case may be, of all bank guarantees in respect of contractual obligations by HAL.	

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9.	Any other liaison service required by HAL, if possible, specifically mentioned in the scope of work.	
10.	Protect the business interests of HAL in the identified territory / country.	

Signature with Date :

Name :

E-mail :

Contact No :

Firm's seal :