



Government of India
Department of Telecommunication
O/o Controller of Communication Accounts
Bihar Circle, CCA Building, Budh Marg
Patna-800001

NOTICE INVITING TENDER

Tender No. CCA/BIHR/Vehicle-Hire/15-16/07/

Date: 01 /01/2016

Sealed tender is invited on behalf of the President of India by Controller of Communication Accounts, Bihar Circle, Patna for hiring of one (or more) diesel run Xylo/Scorpio/similar vehicle on daily basis (as and when required) and two diesel run Swift Dzire/Honda Amaze/similar vehicles on monthly basis for O/o Controller of Communication Accounts, Bihar Circle, Patna.

Tender documents may be obtained from office w.e.f. 04.01.2016. Cost of tender documents will be Rs. 565/- (Rupees Five Hundred & Sixty Five only) including VAT by mode of Demand Draft in favour of AO (Cash), O/o CCA, Patna. Tender may also be downloaded from our website i.e. **www.ccabihar.gov.in**. Tender document cost will be deposited at the time of submission of tender documents, in case downloaded from website.

Sd/-(Arun Kumar)
Sr. AO (Admn.)
Ph. No. 0612-2213102



Government of India
Department of Telecommunication
O/o Controller of Communication Accounts
Bihar Circle, CCA Building, Budh Marg
Patna-800001

Tender No. **CCA/BIHAR/Vehicle-Hire/2015-16/07/**

Dated: **01-01-2016**

NOTICE INVITING TENDER FOR RATE CONTRACT FOR HIRING OF TAXIS/VEHICLES

On behalf of the President of India, Sealed Tenders are invited by Controller of Communication Accounts, Bihar Circle, Patna, from registered agencies/bidders for hiring of **one (or more) diesel run Non AC Taxi/Vehicle like Xylo/Scorpio/similar vehicles on daily requirement basis and two diesel run (one ac and one non-ac) Swift Dzire/Honda Amaze/similar vehicles on monthly basis**, registered in Bihar state under TAXI Quota for a period of one year. It can be extended to one more year with the approval of competent authority. The requisition of vehicles shall be for official use in the office of Controller of Communication Accounts, Bihar Circle, Patna for whole of its jurisdiction.

2 The total one year's estimated cost of hiring of **vehicles** will be about Rs.10,00,000/-(Ten lakh only) approximately. The actual amount shall depend upon actual use of hired vehicles on requirement basis. The amount of EMD and security deposit for the contract will be **Rs.20,000/-** and 5% of Contract Value respectively to be given in the form of Bank draft/ from any Nationalised Bank. Other detailed information regarding terms and conditions of the contract along-with tender form can be obtained from this office on any working day between 10:00 hours and 15:00 hours from 04.01.2016 to 24.01.2016.

3 Tender documents downloaded from the CCA, web site www.ccabihar.gov.in are also acceptable provided the requisite tender fee/cost i.e. Rs. 565/- (including Trade Tax) is enclosed in the form of Accounts Payee Demand Draft from any of the Commercial Bank in favour of AO (Cash), O/o CCA, Bihar Circle, Patna at the time of submission of bid document (i.e. Technical Bid).

4. Schedule of Tender:

Tender No.	: CCA/BIHAR/Vehicle-Hire/2015-16/07
Period of obtaining Tender document	: 04.01.2016 to 24.01.2016.
Last Date of submission of Tender	: 25.01.2016 upto 14.00 hours
Date & time of opening of Tender	: 25.01.2016 at 15.00 hours
Venue :	CCA Building, 2 nd Floor, Budh Marg, Patna.

5. The Tender Form along with terms and conditions can be had on request in writing from Sr. AO (Admn.), O/o CCA, Bihar Circle, CCA Building, Budh Marg, Patna:-800001, (Phone No. 0612-2213102) on all working days between 10:00 hours and 15:00 hours on payment of Rs. 565/- (non refundable) as Demand draft of the amount drawn in the favour of AO (Cash), O/o CCA, Bihar Circle, Patna.

6. The completed tenders in all respects must be received in this office before date and time indicated in the Schedule of Tender in para 4 above. The tenders received after the scheduled date and time will be out rightly rejected. The tenders may be sent by speed post or dropped in tender box in this office, to be received on or before 25.01.2016 up to 14.00 hours. This office will not be responsible for any postal delay. Only one tender should be kept in one cover.

(Arun Kumar)

Sr.AO

O/o CCA, Bihar Circle

Phone No. 0612-2213102

Copy to:-

1. System Administrator to upload the complete Tender document on the website of DoT HQ, New Delhi (web admin-dot @ nic.in).
2. Upload the tender documents on the web-site eprocure.gov.in/epublish by System Administrator.
3. Upload the tender documents on the web-site of this office i.e. CCA Office.

Annexure-I

GENERAL TERMS AND CONDITIONS

Sub: Notice Inviting Tender for "Hiring of Taxi/Vehicles"

1. Parties: - The parties to the Contract are the contractor (the tenderer to whom the work has been awarded) and the Government of India through the O/o CCA, Department of Telecom for and on behalf of the President of India.

2. Addresses:- For all purposes of the contract including arbitration there under, the address of the contractor mentioned in the tender shall be final unless the contractor notifies a change of address by a separate letter sent by registered post with acknowledgement due to the office of CCA, Patna. The contractor shall solely be responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

3. Earnest Money:

3.1 Earnest Money of Rs. 20,000/- (Rupees Twenty Thousands Only) in the form of demand draft from any nationalized bank must be deposited by bidders along with their duly filled up tender documents. The validity of the demand draft need to be up to 3 (three) months starting from last date of submission of Tender. The demand draft shall be in favour of AO (Cash), O/o Controller of Communication Accounts, Bihar Circle, Patna.

3.2 No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by O/o CCA in respect of any previous work will be entertained.

3.3 Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions or to make conditional offer thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid demand draft will be forfeited to the Government.

3.4 The tenders without Earnest Money will summarily be rejected.

3.5 The EMD will be forfeited if:-

- (a) The bid documents namely Technical Bid (in form given in Annexure-III) and Commercial Bid (in form given in Annexure-IV) are not found in a separate sealed cover (details in para 4 of Annexure-I).
- (b) The model/make of the vehicles are not found as per prescribed specification of vehicles in para 3 (ii), Part I of Annexure-II.
- (c) The contractor does not provide the vehicles within stipulated period after awarding of tender.

3.6 No claim shall lie against the Government/Department in respect of erosion in the value or interest on the amount of earnest money deposit or security deposit.

4. Preparation and Submission of Tender:

The tender should be submitted in two parts namely Technical Bid (in form given in Annexure-III) along with Earnest Money Deposit and Commercial Bid (in form given in Annexure-IV) and each should be kept in a separate sealed cover. Both the bids should be kept in another sealed cover addressed to the undersigned. The outer envelope containing sealed cover should bear the address, Tender Number and date, subject of tender. The inner envelopes should be super scribed with Tender Number, subject of Tender, whether the envelope is containing "Technical Bid" or "Commercial Bid".

5. Signing of Tender:

Individual signing the tender or other documents connected with contract must specify whether he signs as:-

- (a) A "sole proprietor" of the concern or constituted attorney of such sole proprietor.

(b) A partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.

(c) Director or principal officer duly authorized by the Board or Directors of the Company, if it is a Company.

Note :

(1) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.

(2) In the case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any parties the tender and all other related documents must be signed by all partners of the firm.

(3) A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bid such other person and if, on enquiry it appears that the persons so signing had no authority to do so, the O/o CCA may, without prejudice cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

(4) The tenderer should sign and affix his/her firm's stamp at each page of the tender and all its Annexure as the acceptance of the offer by the tenderer will be deemed as a contract and no separate formal contract will be drawn. NO PAGE SHOULD BE REMOVED /DETACHED FROM THIS TENDER DOCUMENT. (This sub-clause will not be applicable in cases where signing of a separate agreement is considered by the Department of Telecom if necessary.)

6. Technical Bid:

6.1 The Technical bid should be submitted in form given in Annexure- III along with the Demand draft of Rs. 20,000/- along with registration particulars, Copy of PAN Number issued in favour of the firm, full details of the Vehicles registered in the name of the tenderer or his firm with photo copies of RCs and any other information sought for in the last section of the Annexure-III.

7. Financial Bid:

7.1 The Commercial Bid should be submitted in the form given in Annexure IV in a separate sealed cover kept inside the main cover. The Commercial Bids of those tenderers who are found technically qualified after evaluation, will be opened on a specified date and time to be intimated to the respective tenderer. A duly constituted Tender Evaluation Committee (TEC) will evaluate the Commercial Bids. If Technical and Commercial Bid is not found in separate envelop the same will be rejected.

7.2 Rate to be quoted separately for specified Taxis/Vehicles on monthly basis.

7.3 Rates quoted should be inclusive of all taxes and levies except service Tax as mentioned in Annexure - IV.

7.4 The rate to be quoted for Taxis/Vehicles on monthly basis up to 1200 Kms. use in a month. The price quoted shall be firm and final for the entire period of contract.

7.5 Terms of payment as stated in the Tender Documents shall be final.

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

8. Validity of the Bids:

The bids shall be valid for a period of 120 days from the date of opening of the tenders.

9. Opening of Tender:

The tenderer is at liberty either himself or authorize, not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.

10. Criterion for Evaluation of Tender:

The evaluation of the tenders will be made first on the basis of technical information furnished in form given in Annexure-III and then on the basis of commercial information furnished in form given in Annexure-IV. The Financial bid (Annexure-IV) of technically qualified bidders [i.e such firms found valid based on technical parameters (as per annexure-III)] will be opened on the date, time and venue to be announced after opening of the Technical Bid. The award of work will be further subject to any specific terms and conditions of the contract given in Part-II of Annexure-II of this NIT.

11. Right of Acceptance:

11.1 The Controller of Communication Accounts (O/o CCA), Bihar reserves all rights to reject any tender including of those tenderes who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of the CCA, Bihar in this regard shall be final and binding. The CCA Bihar reserves the right to award the Tender to one or more than one vendors. The CCA Bihar also reserves the right to amend, modify, add or delete any terms and condition of the tender in the interest of the Department without assigning any reason. In case of award of Tender to more than one contractor, Security Deposit will be taken on pro-rata (lump sum) basis.

11.2 Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvass for the work will lead to summarily rejection of the contractor's quotation.

12. Communication of Acceptance:

Successful Tenderer will be informed of the acceptance of his tender. Necessary instructions regarding the amount and time provided for security deposit will be communicated.

13. Security Deposit:

13.1 The successful tenderer will have to furnish demand draft of 5% of contract amount in favour of AO (Cash), O/o CCA, Bihar Circle, Patna towards Security Deposit within 7 days from the date of acceptance of the tender. The EMD deposit in form of DD would be converted into SD and the balance amount would be payable by the Tenderer.

13.2 The demand draft can be forfeited by order of the CCA, Bihar Circle, Patna in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order. On expiry of the contract, such portion of the said demand draft as may be considered by the Department of Telecommunication sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.

14. Penalty:

(a) In case of breach of any conditions of the contract and for all type of losses caused including excess cost due to hiring of Taxi/Vehicle from the market in the event of Contractor failing to provide requisitioned Taxis/Vehicles or not providing Taxi/Vehicles, Controller, Office of Controller of Communication Accounts shall make deductions at the rate of Rs. 1000 per day or more

depending upon the gravity of failure to perform, from the bills preferred by the Contractor or that may become due to the contractor under this or any other contract or from the security deposit or may be demanded from him to be paid within seven days to the credit of the Department of Telecom. Tender will be cancelled after failure of five times non-provision of vehicle.

(b) The powers of the CCA, Bihar Circle, Patna under these conditions shall in no way affect or prejudice the powers in certain events to terminate the contract vested in him as herein provided nor forfeiture of deposit mentioned under clause 14 above.

15. Disclaimer:

Provisions of relevant CCS conduct rules are to be adhered strictly by all employees of CCA office and it is obligatory on the part of contractor to furnish declaration in the agreement that he does not have any relative in the office of CCA.

16. Breach of Terms and Conditions:

In case of breach of any of terms and conditions mentioned above, the CCA will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by this Department.

17. Subletting of Work:

The firm shall not assign or sublet the work or any part of it to any other person or party without having first obtained permission in writing of the CCA, Office of Controller of Communication Accounts which he/she will be at liberty to refuse if she/he thinks fit.

18. The tender is not transferable. Only one tender shall be submitted by one tenderer.

19. Terms of payment:

19.1 No payment shall be made in advance and any loan from any bank or financial institution shall not be recommended on the basis of the order of award of work.

19.2 The contractor shall submit the complete bill in all respect at each stage preferably in the first week of following month in respect of previous month (in case of monthly payments) for sanction of the amount of bill and passing the bill for payment.

19.3 All payments shall be made by e-payment only to the Bank A/C of the successful tenderer. For this the contractor need to give mandate form viz bank particulars, IFSC Code etc.

19.4 The Office of Controller of Communication Accounts shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in preceding para.

19.5 The term "payment" mentioned in this para includes all types of payment due to the contractor arising on account of this contract excluding Earnest Money and Security Deposit governed by the separate clauses of the contract.

19.6 Wherever applicable all payments will be made as per schedule of payments stated in Part-II of Annexure-II.

20. Arbitration:

In case of any dispute related to this contract CCA may appoint Joint CCA, O/o CCA or any other Gazetted Officer as an Arbitrator whose decision shall be final and binding on both the parties. any dispute or difference whatsoever arising between the parties out of or relating to the contract, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration Indian Arbitration and Conciliation Act 1996 and the award made in pursuance thereof shall be binding on the parties.

21. Insurance:

The Insurance cover protecting the agency against all claims applicable under the Workman's Compensation Act 1948 shall be taken by the Contractor. The Contractor shall arrange necessary insurance cover for any claim arising out of mishap, if any, that may take place. In the event of any liability/claim falling on O/o CCA the same shall be reimbursed /indemnified by the Contractor.

(Arun Kumar)
Sr.AO
O/o CCA, Bihar Circle
Patna- 800001

Annexure-II

PARAMETERS AND TECHNICAL SPECIFICATION FOR EXECUTING THE WORK

Sub: Notice Inviting Tender for "Hiring Taxi/Vehicles"

PART-I

PARAMETER AND TECHNICAL SPECIFICATIONS FOR EXECUTING THE WORK

1. (i) Taxi/Vehicle Operators should have 1 specified Taxi/Vehicle registered in their names or in the name of the firm. (Copy of Registration of Vehicle, to be provided may be submitted). If not, the operator can purchase or arrange new vehicles within 15 days from the date of awarding of tender, 7 more days can also be extended, with the approval of Competent Authority.

(ii) The list of Taxis/Vehicles along with photocopies of registration book/RC should be attached with the tender or at the time of agreement or at the time of physical inspection of vehicle.

2. Regarding Firm registration, a copy of registration certificate may be submitted.

3. The bidding firm / agency/ individual should have average turnover of at least Rs. Ten Lakhs per year in the past two financial years (2013-14 and 2014-15).

4 (i) Taxis/Vehicles to be provided by the Contractor should be in perfectly sound working condition and suitable for use by Senior Officers.

(ii) Taxis/Vehicles should not be older than 1 year. It means Taxi/Vehicle prior to December 2014 model would not be accepted i.e. the vehicles should not have been purchased before 01/12/2014.

5. Only such Taxi/Vehicle Operators may apply whose Taxis/Vehicles have been duly authorized by the concerned RTO in Bihar for use as taxis and who have telephone / mobile connections available at their Premises/Garage/Stand from where such Taxis/Vehicles are to be operated and can be requisitioned by CCA office.

(Arun Kumar)
Sr.AO
O/o CCA, Bihar Circle
Patna- 800001

Annexure-II

PART-II

TERMS AND CONDITIONS SPECIFIC TO THE CONTRACT

1. The Taxis/Vehicles will be required by Office of Controller of Communication Accounts at CCA Building, Budh Marg, Patna.
2. The Garage/Stand should be at Patna. If space for garage is provided or earmarked by office then contractor is bound to park the vehicle in that earmarked space.
3.
 - a. Drivers should have minimum 3 years of experience of driving. They should have Vehicle Transport License for driving passenger vehicles;
 - b. Agency shall not provide any person as driver who has not completed 18 yrs of age. The agency shall comply with all statutory provisions as laid down under various Labour Laws like minimum wages, contract Labour Act etc. in case of violation of any such statutory provisions, the agency itself will be solely responsible
 - c. Driver should wear the prescribed uniform (khaki or white shirt/trousers) & black shoes during the duty hours;
 - d. Driver should be well versed with the roads and the places of Bihar and should have experience in city driving;
 - e. Driver should be decent and well behaved and should not have any criminal case against him and should not have any past history of accidents;
 - f. The agencies will be solely responsible for any misconduct of the drivers;
 - g. Vehicle should be kept clean and odour free, suitable for official use;
 - h. The driver should be carrying a mobile phone, whose number will be communicated to the O/o CCA authorities.
4. The vehicles registered under Taxi/Vehicle Quota only should be provided.
5. Payment of bills would take about three to four weeks time on an average. However no interest/penalty would be paid by O/o CCA in case of delay in payment due to official reason.
6. Rates once finalized will be fixed at least for a period of one year. Upward change in rates will not be considered due to any hike in diesel prices or taxes during the period of contract or for any other reason.
7. If the period of contract is extended for a further period of one year in the interest of office by CCA, Bihar Circle, Patna, the enhanced amount of fuel (Diesel) price may be considered by assuming the vehicles average of 12 K.m./ Ltr. used in the vehicles and actual mileage of vehicles, whichever is higher. The difference of rate will be applicable as the rate of diesel on the date of extension of tender minus (—) the rate of diesel prices on the date of award of tender.
8. Bidders should keep in mind that whenever required the monthly basis hired vehicle would be used for outstation journey too and for such type of duty no extra payment shall be made either to the driver or the contracting agency.
9. The Contractor shall have to indemnify the Department from any loss/damage of property or life because of negligence of driver or poor maintenance of vehicle or due to an accident;
10. Bidders must sign every page of the document as token of acceptance of the terms & conditions as mentioned above.

(Arun Kumar)
Sr.AO
O/o CCA, Bihar Circle
Patna- 800001

Annexure-III

TENDER FORM-I TECHNICAL INFORMATION AND UNDERTAKING

(See Clause 6 of Annexure-I of this Tender Document)

Sub: Notice Inviting Tender for "Hiring Taxi/Vehicles"

1. Name of the Tenderer/Concern: _____
2. Address (with Tel. & Mob. No.): _____
3. Address and telephone number of Garage/Stand at Patna.
4. Nature of the concern _____ (i.e., Sole Proprietor or Partnership firm or a Company or a Government Department or a Public Sector Organization.)
5. Registration Number of Tenderer/Concern (Under shop and commercial establishment act or any other relevant Act, attested photocopy of registration should be attached).
6. (i) Self-attested copy of Income Tax Returns for the last two Financial Years is attached?

- (ii) PAN Number of Tenderer/Concern: _____ (Attested copy should be attached)
7. Service Tax Registration No. (Attested copy to be attached).
8. Demand draft No. _____ Dated _____ from bank name _____ Amounting to Rs. as Earnest Money Deposit (to be enclosed)
9. Registration Nos. of Taxis/Vehicles together with date of purchase.

1. _____ 2. _____
(Photocopies of registration book should be attached)
10. Whether each page of NIT and its Annexure have been signed and stamped.
.....
11. List of government departments/PSUs/Banks with address and Telephone number to whom Taxi/Vehicle services have been provided during the last two years with period of contract is enclosed (Summary may be enclosed on separate sheets for each contract and period and amount of contract; remarks/observations/appreciation of the organization for whom the work was conducted).
12. Any other information important in the opinion of the tenderer.

Dated :

Place :

(Signature of Tenderer)
With stamps of the firm)

ANNEXURE-IV
FINANCIAL BID

Format for quoting rates for Taxi/Vehicle/Commercial Vehicles on Daily/Monthly Basis

1. DAILY (as and when required) BASIS (Diesel Vehicle) Non AC

Sl. No.	Description	Scorpio/Xylo/other similar vehicles	
		(In figures)	(in words)
	Rate per Vehicle		
1	Charges per Day for 50 Kms.		
2	Rate per additional Km beyond 50 Kms		
3	Extra hours over and above 12 hrs. duty per day in Rs. per hour		
4	Outstation Charges per day		
5	Any other tax/charges except Service Tax		

2. MONTHLY BASIS (Diesel Vehicle)

Sl. No.	Description	Honda Amaze/Swift Dzire/Similar vehicles			
		AC Vehicle		Non AC Vehicle	
		(In figure)	(in words)	(In figure)	(in words)
1	Rate per Vehicle				
2	Charges for first 1200 Kms in a calendar month				
3	Rate per additional Km beyond 1200 Kms				
4	Extra hours over and above 12 hrs. duty per day in Rs. per hour				
5	Any other tax/charges except Service Tax				

1. There shall be no minimum mileage per day on monthly basis.
2. Extra mileage on monthly basis will be over and above 1200 Kms. Mileage covered below 1200 Kms. shall be adjusted in the three subsequent months.
3. Rates shall be all inclusive (inclusive all taxes and levies except service tax).
4. Selection for daily basis does not guarantee any payment unless vehicle is utilized. It is purely on as and when required basis.
5. No payment on extra hours will be made when outstation charges are applicable.
6. Conditional rate/offer by the contractor beyond columns mentioned above shall be rejected out rightly and the EMD shall be forfeited.
7. In case of any dispute of rates quoted, the rates written in words will be considered correct.

Dated :
Place :

(Signature of Tenderer)
With stamps of the firm)

AGREEMENT FOR HIRING OF VEHICLES

In continuation of this office tender vide No CCA/BIHR/Vehicle-Hire/15-16/07/
Dated 01/01/2016 in connection with hiring of vehicles, this agreement is made on this
_____(date & Month) of Two
Thousand _____ between
M/s _____ (herein called the contractor) on one
part and the Accounts Officer(Admn.), O/o Controller of Communications Accounts, Bihar
Circle, Patna, on behalf of the President whereas M/s _____
has contracted with the Accounts Officer (Admn.), O/o Controller of Communications Accounts,
Bihar Circle, Patna, on behalf of the President of India (herein called the Department on the other
part).

Whereas M/s _____ has contracted with the
Accounts Officer (Admn.), O/o Controller of Communications Accounts, Bihar Circle, Patna, for
supply of the vehicle with driver and fuel, as per specification and approved rates and the terms
and conditions stipulated in the bid document as accepted by M/S-----

In the witness whereof the said contractor and the said Accounts Officer(Admn) O/o
Controller, Communication Accounts, Patna as aforesaid have set their respective hands and seal
of the day written above.

Signature & Seal by

Accounts Officer (Admn.),
O/o Controller of Communications Accounts,
Bihar Circle, Patna

Signed & Seal by the Contractor

Address _____

Phone No. _____

Witness:-

(1) Name
Address

(2) Name
Address

