

**भोपाल स्मारक अस्पताल एवं अनुसंधान केन्द्र**  
**BHOPAL MEMORIAL HOSPITAL & RESEARCH CENTRE**  
**(स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार)**

**रायसेन बायपास रोड, भोपाल – 462038 (म.प्र.) Ph: +91755-2742212-16, Fax:+91755-2748309**

**निदेशक बी.एम.एच.आर.सी. भोपाल द्वारा अस्पताल एवं आवासीय परिसर में मासिक किराये पर दुकानों के आवंटन हेतु निविदायें आमंत्रित की जाती हैं। (द्वितीय आमंत्रण)**

**Tender No: BMHRC/TENDER/ES/SHOPS/2015-16/017 (2<sup>nd</sup> call)**

निविदा प्रपत्र बी.एम.एच.आर.सी. के अभियांत्रिकी सेवाएँ विभाग से निर्धारित राशि 500/- प्रति निविदा हेतु जमाकर दिनांक 01-01-2016 से दिनांक 21-01-2016 तक प्राप्त किये जा सकते हैं अथवा बी.एम.एच.आर.सी. की वेबसाइट से भी डाउन लोड किये जा सकते हैं। डाउन लोड निविदा प्रपत्र के साथ डायरेक्टर बी एम एच आर सी के पक्ष में भोपाल में देय निर्धारित निविदा राशि का डिमॉड ड्रॉफ्ट अथवा बैंक चेक धरोहर राशि के साथ जमा करना अनिवार्य है अन्यथा निविदा प्रपत्र मान्य नहीं होगा।

निविदा जमा करने की अंतिम तिथि दिनांक 21-01-2016 समय 14:00 hrs तथा निविदा खुलने की तिथि दिनांक 21-01-2016 समय 15:30 hrs है।

निविदा प्रपत्र संबंधी विस्तृत जानकारी के लिए **बी.एम.एच.आर.सी.** की दी गई विभागीय वेबसाइट [www.bmhrc.org](http://www.bmhrc.org) पर अथवा डिप्टी डायरेक्टर अभियांत्रिकी सेवाएँ श्री एस आर गणवीर से (0755-2462203) संपर्क करें।

**डायरेक्टर, बी.एम.एच.आर.सी., भोपाल**

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**Bhopal Memorial Hospital & Research Center, Bhopal**  
*BMHRC/TENDER/ES/SHOPS/2015-16/017 (2<sup>nd</sup> call)*

**BHOPAL MEMORIAL HOSPITAL & RESEARCH CENTRE**

(UNDER DEPARTMENT OF HEALTH RESEARCH, MINISTRY OF HEALTH & FAMILY WELFARE)  
GOVERNMENT OF INDIA  
RAISEN BYPASS ROAD, BHOPAL – 462038 (M.P.), Phone – 0755-2742212, Fax- 0755-2748309  
Website : [www.bmhrc.org](http://www.bmhrc.org)

**TENDER DOCUMENT**

**Leasing of Shops on Rent in BMHRC, BHOPAL (2<sup>nd</sup> call)**

**Tender No: BMHRC/TENDER/ES/SHOPS/2015-16/017 (2<sup>nd</sup> call)**

**BHOPAL MEMORIAL HOSPITAL & RESEARCH CENTRE**  
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RAISEN BYPASS ROAD, BHOPAL – 462038 (M.P.), Phone – 0755-2742212, Fax- 0755-2748309

Website : www.bmhrc.org

**LETTER OF INVITATION**

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tender enquiry no: BMHRC/TENDER/ES/SHOPS/2015-16/017 (2<sup>nd</sup> call)

**Subject: Leasing of Shops on Rent in BMHRC, BHOPAL (2<sup>nd</sup> call).**

Dear Sir,

1. Bhopal Memorial Hospital & Research Centre, (hereinafter called “BMHRC, BHOPAL”), is a 350 beds super specialty hospital under DHR Ministry of Health & Family Welfare, Government of India, invites bids for Leasing of Shops on Rent in BMHRC, BHOPAL.
2. The Tender Document includes the following:
  - Letter of Invitation
  - Notice Inviting Tender
  - Instruction to Bidders
  - General Particulars of Bidders
  - Format of Agreement
  - Description of shops, location, EMD, Security deposit (Annexure 1)
  - Financial Bid (Annexure 2)
  - No Dues Certificate of BMHRC (Annexure 3)
3. The Bid shall be received in BMHRC, BHOPAL, up to 2:00 PM on 21-01-2016 and shall be opened on the same day at 3:30 PM in the presence of bidders, who choose to be present.

Thanking You

Yours faithfully,

**Director,  
BMHRC, Bhopal**

**BHOPAL MEMORIAL HOSPITAL & RESEARCH CENTRE**

(UNDER DEPARTMENT OF HEALTH RESEARCH, MINISTRY OF HEALTH & FAMILY WELFARE)  
GOVERNMENT OF INDIA

RAISEN BYPASS ROAD, BHOPAL – 462038 (M.P.), Phone – 0755-2742212, Fax- 0755-2748309

Website : [www.bmhrc.org](http://www.bmhrc.org)

**NOTICE INVITING TENDER**

<b>COMPETITIVE BIDDING: Name of Work</b>	Leasing of Shops on Rent in BMHRC, BHOPAL (2 <sup>nd</sup> call)
<b>Estimated Value of Work</b>	As per enclosed Annexure 1
<b>EMD</b>	As per enclosed Annexure 1
<b>Date of Issue of Tender Document</b>	01.01.2016
<b>Last Date &amp; Time for receipt of Bid</b>	21.01.2016 upto 02:00
<b>Time and Date of Opening of Bid</b>	21-01-2016 at 03:30 pm
<b>Place of Opening of Bid</b>	Conference hall, BMHRC, BHOPAL
<b>Officers from whom the tender documents can be obtained</b>	Dy Director Engg Services, BMHRC, Bhopal
<b>To whom the tender documents can be submitted</b>	Bids may be dropped in the Tender Box within due date and time or sent through post to Director BMHRC, Bhopal
<b>Cost of Tender</b>	Rs 500/- (non refundable)
<b>Tender addressed to</b>	Director, BMHRC, Bhopal

**Note:**

- 1(a). The bid documents can be obtained from office of Dy. Director Engg Services, BMHRC, BHOPAL from 01-01-2016 to 21-01-2016 on working days on payment of Rs. 500/- towards the cost of bid documents, payable through Demand Draft/Bankers Cheque / or by Cash deposited in Accounts Section.
- 1(b). The bid documents can be downloaded from BMHRC, BHOPAL's website [www.bmhrc.org](http://www.bmhrc.org) and in such case, the bidder should enclose Demand Draft / Bankers Cheque amounting to Rs 500/- (Five hundred only) towards cost of bid documents and submit the same along with EMD.
- 1(c). The Demand Draft / Bankers Cheque to be drawn in favor of Director BMHRC, Bhopal
- 1(d). **Bid Submission form:** The bid submission form and related documents along with the earnest money is to be Submitted in a sealed cover superscripted "**Tender for Leasing of shops on rent in BMHRC(2<sup>nd</sup> call)**" addressed to DIRECTOR, Bhopal Memorial Hospital & Research Centre (BMHRC), BHOPAL and it will be dropped in the Tender Box kept for the purpose in the Admin Block of BMHRC upto **14:00 hrs** on **21/01/2016** and the tenders will be opened on the same day at **15:30 hrs** in presence of bidder/their authorized persons, who may choose to be present.

The tender shall be submitted in two bid system in different sealed envelopes marked as Technical Bid (**Envelop-1**) and Financial Bid (**Envelop-2**). Both the envelopes (technical bid & financial bid) shall be kept in other envelop superscripted with tender for "Leasing of Shops on rent in BMHRC (2<sup>nd</sup> call)" on the back name of agency should be mentioned. The Technical Bid (Envelop-1) will be opened first and if found in order, the financial bid (**Envelop-2**) of the bidder shall be considered.

*Details of Technical & Financial Bids are as mentioned below.*

### **I) Envelop – 1: (Technical Bid)**

**Applicable EMD amount as per Annexure 1** in the form of Bank Draft in favor of **Director, BMHRC**, payable at Bhopal along with the authentic copies of following documents shall be submitted in sealed envelope marked as technical bid.

- i. Certificate of Registration of firm (Gumashta),
- ii. PAN no
- iii. Food License from Government body in case for opening of Restaurant/Canteen.
- iv. An affidavit duly certified by a Notary that the Tenderer has never blacklisted.
- v. The Tenderer should enclose an affidavit duly certified by a Notary that there is no ongoing police case / vigilance inquiry against the Tenderer or / and its Partners / Directors of the company and he / she has never been convicted or punished by any Honorable Court of Law.

### **II) Envelop -2 : ( Financial Bid)**

Financial bid shall be kept in second envelope containing the filled up schedule of rates duly superscripted as Financial Bid.

- i. The bidder shall indicate in the price schedule **Annexure - 2** of the tender document, the complete filled up rates of each items mentioned in the Financial Bid without any omission.
- ii. All prices must be mentioned both in figures and words. The bidder must make sure that there is no discrepancy between the two. In case of discrepancy lower rate will be taken for consideration.
- iii. Arithmetical errors, if any, in any part of the bid will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total shall be corrected. If there is any discrepancy between the figures and words, the amount in words will be taken as correct. If the bidder does not accept the correction of errors, the bid shall be rejected.
- iv. The tender should be typewritten/legibly written and free from overwriting/cutting. Alteration unless legibly attested by the bidder shall disqualify the tender.
- v. The tender document alongwith all necessary relevant documents attached by the bidder shall be page numbered along with index indicated on the front page.
- vi. All pages of the tender and related papers are to be duly authenticated by bidder or authorized Signatory on behalf of bidder and affixing the seal of the firm.
- vii. The bidder shall complete the tender form and the appropriate (Financial Bid) furnished in the tender documents for all the works as required by the BMHRC.

**Note:** All the existing shops allottees at BMHRC willing to participate in the tender are compulsorily required to submit "NO DUES" certificate issued from BMHRC Accounts Department as per **Annexure-3** having clearance of rent & dues till **31-12-2015**, failing which their bids will not be considered & rejected outrightly.

**Director BMHRC**

**INSTRUCTION TO BIDDERS**

1. Incomplete and/or ambiguous and/or Bids submitted late are liable to be summarily rejected and shall not be considered in any case.
2. The Authorized signatory must put his signature on each page of the bid document as an acceptance of the terms and conditions and submit the same along with the bid. In case of non compliance, the bid is liable to be ignored/summarily rejected.
3. The offer should be valid for six months (180 days) from the date of opening of bids.
4. The bidder should indicate the location details of their offices with their contact address, telephone nos., e-mail address, fax number etc.
5. Bidders are requested to carefully study the requirements before submitting the bid.
6. BMHRC, BHOPAL reserves the right to reject any or all the bids without giving any reason/notice to the bidders.
7. Postal delay or loss of bid in transit will not be responsibility of the BMHRC.
8. Fax offers will not be considered.
9. The highest rental value of bidder shall not have any right for award of the tender. BMHRC, BHOPAL reserves the right of awarding the tender to any of the firm keeping their merits/ demerits in mind.
10. **Settlement of Disputes by Arbitration:** Except where otherwise provided in the tender, all questions and disputes relating to the meaning of the specifications, claims or things whatsoever, in any way arising out of the works relating to the tender, or the execution, or failure to execute the same whether arising during the progress of the contract or after the completion or abandonment thereof shall be subject matter of the arbitration. The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time-to-time.
11. Rent will be deposited with the Finance department of BMHRC in advance on or before 7<sup>th</sup> of every month.

**Bhopal Memorial Hospital & Research Center, Bhopal**  
*BMHRC/TENDER/ES/SHOPS/2015-16/017 (2<sup>nd</sup> call)*

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12. The use of the shop will be as per description in Annexure 1 for the specified purpose. The work requirement as detailed at Annexure-1 is essential. In case of non-compliance, the contract shall be cancelled by giving 15 days notice.
13. Proper quality and hygiene of all the items and eatables shall be ensured.
14. Electricity charges will be extra as per actual consumption basis at the rates prescribed by MPEB from time-to-time and same will be paid within 10 days on receipt of bill from BMHRC electrical department.
15. Necessary furnishing will be done by the concerned agencies at their own risk and cost. However, repair and maintenance of shop will be done by BMHRC, BHOPAL.
16. The shops shall be allotted initially for 3 years which may be extended for another 2 years on mutual agreement basis.
17. Earnest Money Deposit (EMD) for each shop as per Annexure 1 should accompany the bid. The EMD shall be paid in the form of Demand Draft/ Bankers Cheque from a Nationalized/Scheduled/Commercial Bank in favor of **Director BMHRC** Payable at **Bhopal**. Any bid not accompanied by requisite EMD shall be deemed to be invalid and will be rejected by BMHRC.
18. Other statutory terms and condition will be applicable as per the standards norms of Estate Department of BMHRC and other Statutory Local Bodies.
19. The allotment may be cancelled by the BMHRC at any time by giving One month notice without assigning any reasons whatsoever; however, if the bidder vacates the premises before the agreement his security deposit will be forfeited.
20. Security Deposit of each shop as per Annexure 1 along with Six months advance rental shall be deposited before taking of possession of shop by the bidder, which will be refundable at the time of vacation of premises after deducting the dues if any.
21. The EMD of unsuccessful Bidders will be returned within 45 days of finalization of the contract (without any interest). The EMD may be forfeited if the bidder withdraws his bid during the validity period, or in the case of successful bidder who fail to sign the contract agreement and depositing the Security Deposit within the stipulated time limit.



22. The successful bidder will have to sign an agreement on a non-judicial stamp paper of Rs100/- as per the attached format.
23. Payment of all statutory duties, taxes and compliance of labour laws shall be the responsibility of the agency. BMHRC shall not be held responsible in this regard.
24. It will be the responsibility of shop owner to obtain the Establishment Registration certificate (GUMASHTA) relevant to the nature of business from Govt Authority.
25. The rent of shop will be increased yearly from the date of allotment @5% per year on basic offer.
26. **Maintenance of discipline:** Subject to any statutory provision which might be applicable, the contractor shall be responsible for maintenance of discipline amongst the persons employed by him to operate his business. In case of any breach of discipline or misbehavior by his agent or employee, the BMHRC reserves the right for immediate removal / withdrawal of such person by the contractor.
27. **Safety:** That the contractor shall be responsible for strict adherence to all safety measures in respect of buildings allotted to him through execution of the contract and will be responsible for any damage to the building occupied.
28. **Prohibition against sub-contracting / Sub-letting:** It is agreed and understood by the parties to the contract that contractor shall have no right to sub-control / sub-let the premises. In case sub-letting is done the contract will stand cancelled and security deposit will be forfeited.
29. **Furnishing:** The contractor shall use his own furniture and furnish the shops as per his functional requirement without any damage to the basic structure of the building.
30. **Housekeeping & Cleanliness:** The contractor shall be responsible for proper housekeeping and cleanliness of his shop(s), premises and surrounding area.
31. **Additions / Alterations:** It is agreed and understood that the contractor shall not carry out any additions / alterations in the structure of the buildings without specific written permission of BMHRC.
32. **Rates:** The contractor shall make available all the saleable products at a reasonable price and in any case shall not be sold above the MRP (Maximum Retail Price)

33. **Jurisdiction:** This contract shall be deemed to have been concluded at Bhopal for all purposes and therefore only courts of Bhopal shall be having the jurisdiction for the purpose of any adjudication where some dispute / difference remain unsolved inspite of arbitration.
34. **Statutory obligations:** It will be the sole responsibility of the agency to abide by the provisions of the following acts as to the workers engaged by him as well as other matters relating to contract:
- a. Employment of Children Act
  - b. Workman Compensation Act
  - c. Employment of Contract Labour Act
  - d. Contract Labour Abolition & Regulation Act
  - e. Minimum Wages Act of Central Govt.
  - f. Prevention of Food Adulteration Act 1954
  - g. Drug & Cosmetic Act 1940
  - h. Standard of Weight & Measures Act 1956

**BID SUBMISSION FORM**

[Date]

From: [Name, address and telephone nos. of the bidder]

To

The Director,  
BMHRC, Bhopal.

**Subject:** Submission of bid for Leasing of Shops on Rent in BMHRC, BHOPAL, against your Tender No: BMHRC/TENDER/ES/SHOP/2015-16/017 (2<sup>nd</sup> call).

Sir,

We, the undersigned, are submitting our bid for Leasing of Shop on Rent in BMHRC, BHOPAL in accordance with Tender No: BMHRCL/TENDER/ES/SHOP/2015-16/017 (2<sup>nd</sup> call). We are hereby submitting our bid, in a sealed envelope.

We hereby declare that all the information and statements made in this bid are true and accept that any misinterpretation or false information / documentation contained in it may lead to our disqualification.

We accept all the terms and conditions of this tender document and we are not deviating from your terms and conditions. Our bid is binding upon us. We understand you are not bound to accept any bid you receive.

Yours sincerely,

Authorized signature:

Name & Title of Signatory:

Name of bidder:

Address:

**GENERAL PARTICULARS OF THE BIDDERS**

Sl. No.	General particulars of the Agency	Details to be filled up by the bidder
1.	(a) Name of the Agency	
	(b) Type – Individual/Partnership/ Public limited / Pvt. Ltd.	
	(c) Address	
	(d) Contact Person's i) Name & Designation ii) Tel. No. Landline / Mobile iii) Email ID	
2.	PAN No. (Please enclose photo copy)	
3.	Certificate of Establishment (Gumashta)	
4.	Food license from Government body in case for opening of Restaurant / Canteen	
5.	An affidavit duly certified by a Notary that the Tenderer has never blacklisted.	
6.	The Tenderer should enclose an affidavit duly certified by a Notary that there is no ongoing police case / vigilance inquiry against the Tenderer or / and its Partners / Directors of the company and he / she has never been convicted or punished by any Honorable Court of Law.	

Signature of Authorized person : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Seal : \_\_\_\_\_

Date:

Place:

**Format of Agreement**

**Subject:** Leasing of shop on rent in BMHRC, BHOPAL (2<sup>nd</sup> call).

This agreement made at Bhopal on this \_\_\_\_ day between Bhopal Memorial Hospital & Research Center, Bhopal (First Party) & M/s\_\_\_\_\_ (Second Party).

Whereas the second party has accepted the allotment of shops for the purpose of \_\_\_\_\_ measuring \_\_\_\_\_ sqmt area on a monthly rent of Rs.\_\_\_\_\_ (in words also) on the terms & conditions stipulated in the instructions to bidders in the tender.

**Date of Commencement of the Contract:**  
**Date of Completion of the Contract :**

The following enclosures attached herewith are also part of the agreement.

- a) Tender number : \_\_\_\_\_ dated
- b) Your offer dated : \_\_\_\_\_
- c) Allotment order No : \_\_\_\_\_ dated: \_\_\_\_\_
- d) Your acceptance letter dated: \_\_\_\_\_
- e) NIT & all relevant documents submitted along with copy of order

**For: Agency**

**For: BMHRC, BHOPAL**

Signature:

Signature:

Name:

Name:

Designation:

Designation:

Address:

Address:

**1. Witness**

**2. Witness**

**Description of shops, location, EMD & Security deposit details**

Sl no	Description of Shops	Location	Area in sqmt	Monthly minimum rent	Minimum Reserved yearly rent	Earnest Money Deposit (EMD)	Security Deposit	Electricity charges as per consumption	Water consumption charges
1	Canteen	Block 8 of BMHRC Hospital campus	65	25,000/-	3,00,000/-	10,000/-	50,000/-	As per actual monthly consumption based on meter readings on MPEB unit rates	Rs 500/- per month
2	General Provision Store	Block 8 of BMHRC Hospital campus	13.30	3,500/-	42,000/-	1,500/-	7,500/-		-
3	Fruit & Juice Shop	Block 8 of BMHRC Hospital campus	13.30	3,500/-	42,000/-	1,500/-	7,500/-		-
4	Photocopier, Stationery & Internet Shop	Block 8 of BMHRC Hospital campus	16.82	4,500/-	54,000/-	2,000/-	10,000/-		-
5	STD / PCO cum Coffee Shop	Block 1 OPD Area	7.2	2,000/-	24,000/-	1,200/-	6,000/-		-
6	Provision Store at Residential shopping complex	Residential Shopping Complex	14.86	1,250/-	15,000/-	1,000/-	5,000/-		-
7	Vegetable Shop at Residential shopping complex	Residential Shopping Complex	14.86	1,500/-	18,000/-	1,200	6,000/-		-
8	Beauty Parlor at Residential shopping complex	Residential Shopping Complex	14.86	2,500/-	30,000/-	1,500/-	7,500/-		Rs 180/- per month
9	Laundry Shop at Residential shopping complex (Newly proposed)	Residential Shopping Complex	14.86	1,500/-	18,000/-	1,200/-	6,000/-		-

**FINANCIAL BID**

Sl no	Description of Shops	Location	Area in sqmt	Minimum reserved monthly rental amount (license fee) for the shops is	Monthly rent quoted by bidder (in Rs)	Amount in Words
1	Canteen	Block 8 of BMHRC Hospital campus	65	25,000.00		
2	General Provision Store	Block 8 of BMHRC Hospital campus	13.30	3,500.00		
3	Fruit & Juice Shop	Block 8 of BMHRC Hospital campus	13.30	3,500.00		
4	Photocopier, Stationery & Internet Shop	Block 8 of BMHRC Hospital campus	16.82	4,500.00		
5	STD / PCO cum Coffee Shop	Block 1 OPD Area	7.2	2,000.00		
6	Provision Store	Residential Shopping Complex	14.86	1,250.00		
7	Vegetable Shop	Residential Shopping Complex	14.86	1,500.00		
8	Beauty Parlor	Residential Shopping Complex	14.86	2,500.00		
9	Laundry Shop	Residential Shopping Complex	14.86	1,500.00		

**Note:**

1. The amount quoted by the bidder less than the minimum reserved (license fee) shall not be accepted and the bid will be summarily rejected.
2. The bidder shall only quote the monthly rental amount for the interested shops while others should be mentioned as NIL.

Signature of Authorized person: \_\_\_\_\_

Name : \_\_\_\_\_

Seal : \_\_\_\_\_

Date:  
Place:

**NO DUES CERTIFICATE**

*(For agencies presently running shops / canteens at BMHRC and intending to participate in the tender)*

1. Name of agency / proprietor : \_\_\_\_\_
  
2. Details of shop allotted at BMHRC : \_\_\_\_\_

This is to certify that, M/s \_\_\_\_\_ running the (details of Shop/canteen) \_\_\_\_\_ at BMHRC campus has deposited the monthly rent & electricity bill of allotted premises till dated 31-12-2015 and there has been no outstanding dues against the agency on account of monthly rent / electricity bill / water charges / any other recoveries as on dated 31-12-2015.

\_\_\_\_\_  
Accounts Dept. , BMHRC, Bhopal