

1. **SPECIFICATION & DRAWING: -**

Item No.	Nomenclature	Drg. No.	Specification No.	Tender Qty.
1	Wind Shield Glass with rubber Beading	ST-II/5001-67-31/A	VFJ/AHSP/MPV/STANAG-II/02, Dtd. 12/08/2021	266 Nos.

2. **Non-Disclosure Agreement (NDA):** Vendors has to forward the sealed and signed NDA documents to VFJ for obtaining the Drawing and specification of the tendered items, on receipt of duly sealed & signed NDA documents from the vendor, VFJ will transmit/ forward the soft copy (password protected pdf file) of Drawings and specification to the respective vendors.

3. **Email id for communication with VFJ:** vfjvmmmpv.ofb@nic.in

4. **Format of N.D.A document:** Appendix-“A” & Appendix-“B”

(The below text to be produced on the letter head of the company having full details of the company)

Ref No.....

Date: / /2019

To

The Senior General Manager,  
VFJ, Jabalpur

Kind Attention:- **Sr. GM, VFJ.**

Subject: - **Application cum Authority letter for applying for a controlled copy of Specifications no..... of Security/Protective Glass.**

Please refer to your EoI/RFI/ Enquiry/RFP/Tender/Notice No.\_\_\_\_\_ dated \_\_\_\_\_. (**For EoI/RFI/Enquiry only**:- The requisite details/response including technical details, product details including test reports from reputed labs, core competence of the company & its certification, manufacturing & technical/production capabilities etc. of the company/OEM etc. are enclosed duly attested/signed and page numbered. **For RFP/Tender/Notice etc only**, the requisite details/response should be submitted through formal channel as per the requirement).

2. I/We,..... (Name of the firm) having registration ID No.....issued by Govt. of .....(copy enclosed) are the OEM of Security/Protective Glass or in the capacity of ..... having joint venture with.....engaged in the business of manufacturing of Security/Protective Glass as OEM (copy enclosed and a similar copy to be signed and provided or handed over in person duly enclosed with all relevant documents required to be submitted on their behalf by parent/main company) submit this application for issuing a controlled copy of the subject specifications provided we are found eligible. We also confirm that we are in a position of providing all India replacement of such Security/Protective Glasses after sale and able to meet guarantee warrantee and other requirements etc.

3. The undersigned or .....(Name) having Designation..... I/Card/Identification No..... issued by .....is hereby authorized to receive Specification of Security/Protective Glass, from your office on behalf of the -----(Company name). Specimen signature & Photo IDs of above individual duly attested are appended/pasted below. Certified/true copy of License regarding manufacturing/supply of Security/Protective Glass issued by ..... in the name of ..... is pertaining to the undersigned/this company. Attested copy of Identity Card of collector are enclosed herewith for your due verification.

4. I fully understand that the required specification is a Govt. of India document of confidential nature and are being shared with us for our internal & restricted consumption. The Specifications as a whole or any part thereof will not be circulated to anybody else. These Specifications will strictly be used for our in house R&D, production purpose & supply only. Unauthorized possession by any of our official or its circulation/digital transaction in any form in parts or full in public domain/web/media by us or its pilferage for any purpose will certainly invite legal action against our firm's concerned division head/undersigned. Also we confirm that we will not disclose the protection level or any other vital information regarding the product being offered or any other product fairly resembling with the product offered in any print/ electronic media for any purpose and the same will also not be digitally transacted in any form for any purpose.

5. I/We do hereby also confirm that on receipt of subject Specifications, we will fully abide by all the provisions/security instructions issued by Govt. of India from time to time and in particular the provisions of Official Secret Act-1923 and the Article-15 of DPM-2009.

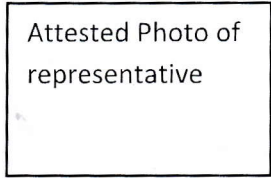
Encl.: As above

**Specimen Signature of .....**

1.....  
(To be signed by the officer authorized for collection and attested by the authority writing this letter)

2.....  
3.....

(Similar signature to be appended above for verification before VFJ Officer at the time of collection)



**Attested**

**For .....**

Signature.....

Name-.....

Designation.....

Mobile No.....

(Seal of the firm)

\* **For foreign firms** :- Parent company manufacturing the Bullet Proof Glass must fax this letter from their foreign office fax to VFJ Fax No. .... between Indian standard time 10 am to 5 pm and also through e-mail- ..... They must also enclose the relevant documents of joint venture/relationship with the person or firm collecting such document in person on their behalf.

\* **Note**:- Specification will only be handed to the authorized person not below the rank of concerned senior level

**(Company details of OEM of the Security/protective Glasses)**

Letter No. ....

Dated, the ....., 2019

To,

The Sr. General Manager  
 Vehicle Factory, Jabalpur,  
 Govt. of India, Ministry of Defence,  
 Jabalpur - 482 009  
**(Fax No. 0761-2330436, 2330-257)**

**Kind Attn.:** Sr. General Manger, VFJ

Subject :- **Submission of "Acceptance of Confidentiality Requirement and Confirmation for Acceptance of Non-Disclosure (NDA)" in connection with the specification No. .... of protective/security glasses being issued to (name of the OEM/company) by VFJ/OFB.**

I, the undersigned, confirm that a controlled copy of Specification No. .... pertaining to the security /protective glasses issued by VFJ/OFB duly marked as **CONFIDENTIAL- 'Single copy No-1, 2, 3...** (as the case may be)-**issued to M/s XYZ Pvt ltd**, and duly cross water marked as 'CONFIDENTIAL-Not for circulation' on each page have been duly received by the undersigned for and/or behalf of (name of the company with details address). These QRs/Specifications are of '**Govt. of India CONFIDENTIAL**' nature and have been provided to us (name of the receiving person, name of the company details address) for our internal consumption only.

2. As per the requirement of this "**Acceptance of Confidentiality Requirement and Confirmation for Acceptance of Non-Disclosure (NDA)**" and keeping in view of the Govt. of India instructions/orders with regard to the security concerns, the specifications and protection details mentioned in this Specifications as a whole or any part thereof, being of "Govt. of India Confidential" nature will not in any case be uploaded on website including Govt. website, and will not be made available in open/public domain or circulated to unconcerned or unauthorized persons or agencies(including Govt. agencies) or circulated/shared with anybody else including govt. manufacturers or private vendors etc. or will never be reproduced/copied for any commercial or any other purpose by ourselves as it would lead to security implications for the buyer/users. The QRs/ Specifications will be maintained in single hard copy and will only be used for the intended purpose of manufacturing and supply by us only.

3. The digital transaction of these QRs as a whole or part thereof will not be made at any stage by any means (i.e. email, scan, whatsapp or any other means) and the same should never be uploaded on website for 'any purpose'. Strict confidentiality will be

maintained while using these Specifications and the concerned person would be accountable for the same.

4. We fully accept the confidentiality requirement. We also do hereby confirm that we are aware that the detailed information contained in the specifications are covered under the provisions as mentioned in Article 15 (Security) of Defence Procurement Manual-2009 & the relevant provision(s) of Official Secret Acts-1953 of Govt. of India and on receipt of the subject specification would be liable under these provisions. In the event of unauthorized possession/transaction by any means and pilferage in any form of the subject information and violation of the conditions, the undersigned/company will be liable for the legal action.

5. We do hereby accept and confirm that records of holder/custodian of these specifications such as name, designation & telephone numbers etc will be maintained by the undersigned/(Name of the Company) and same will be properly accounted for. The same will be updated every time the custodian/holder is changed due to transfer etc. and a history of physical transaction of these specifications will be maintained. These details/records will be produced before or provided to VFJ officials from time to time and as and when demanded.

6. We do hereby agree & confirm that apart from the above, we will also, in any case, not disclose the details of the buyer for any education/publishing/commercial or any other purpose as mentioned in this document.

7. Notwithstanding anything contained in this document of "Acceptance of Confidentiality Requirement and Confirmation for Acceptance of Non-Disclosure (NDA)" which may be interpreted otherwise by some body, or not withstanding any other format of this document/Agreement, we do hereby agree & confirm that we would abide by the intended requirement of maintaining full confidentiality & would continue to confirm the same even if the contract is eventually not awarded to the undersigned and/or the company.

**Name and signature of the senior officer of  
the company, Designation, Employee ID,  
Name of the Company etc**