

GOVERNMENT OF MEGHALAYA

**INSPECTORATE OF ELECTRICITY
OFFICE OF THE
SENIOR ELECTRICAL INSPECTOR
HORSE SHOE BUILDING,
LOWER LACHUMIERE
SHILLONG - 793001**

&

**STATE DESIGNATED AGENCY FOR THE STATE OF MEGHALAYA.
UNDER ENERGY CONSERVATION ACT, 2001**

**Request for Quotation (Bid) for supply of
LED street lamps/ luminaries for Demonstration
Project of LED street lighting at Ganesh Das Hospital, Pasture Institute, Nongmali
East Khasi Hills,
Shillong.**

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1 LETTER OF INVITATION

1.1 Advertisement

No.IEL.IX/94/2013-14/5

Dated Shillong, the 21th February, 2014

SHORT NOTICE REQUEST FOR QUOTATION

The Senior Electrical Inspector, Government of Meghalaya being the Designated Agency for the State of Meghalaya for the purpose of Energy Conservation Act, 2001 invites sealed Quotations for Supply of LED street light luminaires under "BEE's LED street light demonstration project" undertaken at Ganesh Das Hospital, Pasture Institute, Nongmali, East Khasi Hills, Shillong for the year 2014 and will be received up to 12:00 Noon on 04 March 2014 and will be opened on the same day at 3:00 PM. The "Request for Quotations" can be downloaded from the website www.msda.nic.in or can be purchased from the Office of the undersigned by payment of ` 500/- only in the form of Crossed Demand Draft in favour of Senior Electrical Inspector and State Designated Agency on Energy Conservation, Government of Meghalaya payable at par in State Bank of India, Main Branch, Shillong during office hours on all working days upto 03.03.2014.

Sd/-

(P. K. Shullet)

Senior Electrical Inspector, &
State Designated Agency on Energy Conservation
Meghalaya, Shillong

1.2 Critical Information

Availability of Bid papers	From 21.02.2014 up to 28.02.2014 between 11:00 AM and 3:00 PM on all working days.
Last date for receipt of Queries	03.03.2014 at 3:00 PM
Last date for receipt of Bid	04.03.2014 at 2:00 PM
Time & Date of opening of Bid	04.03.2014 at 3:00 PM
Place of opening of Bid	Office of the Senior Electrical Inspector & State Designated Agency on Energy Conservation, Inspectorate of Electricity Meghalaya, Shillong, Lower Lachumiere
Contact Person for queries & submission of Bid	Senior Electrical Inspector & State Designated Agency on Energy Conservation, Meghalaya, Shillong, Lower Lachumiere
Contact E-Mail ID & FAX	sei_meg@rediffmail.com, Fax - 03642500756, Mob - 9856040800

2. BACKGROUND INFORMATION

2.1 About the State Designated Agency

The Office of the Senior Electrical Inspector, Inspectorate of Electricity have been notified and designated as the Designated Agency by the Government to coordinate, regulate and enforce provisions of the Energy Conservation Act within the state of Meghalaya. SDA Meghalaya undertakes various Energy Conservation Projects throughout the state while implementing the annual action plan formulated by Bureau of Energy Efficiency, New Delhi which is aimed at promoting Energy Conservation.

The peak load demand of the state today stands at about 700 MW. With installed capacity of only 312.7 MW there is a huge gap between demand and power produced. By undertaking energy conservation measures this deficit can be met to a large extent.

The Demonstration Projects are being executed to showcase the efficiency of latest technologies available in lighting sector in the street lights categories i.e. the Light Emitting Diodes (LED) Luminaires in the State.

3. Objective of the Project

The objective of the scheme is to convert existing street lamps of TFL/ HPSV with energy efficient LED street light fittings at Ganesh Das Hospital, Pasture Institute Nongmali, Shillong as a Demonstration Project to showcase the use of energy efficient LEDs and to create awareness on the use of energy efficient lamps in street lighting.

4. Invitation of Technical and Financial Bids

The Technical and Financial Bids are invited for Design, Manufacture and Supply of LED lamps fittings for replacement of existing Street light fittings with LED lamps of required capacity.

5. Technical Bid

Schedule of Works, Design and Supply of LED street light fittings to replace existing HPSV/ TFL/ Incandescent lamps.

5.1 Technical Details

Sl. No	Description	Quantity (approximate)
1.	Design, Manufacture and Supply and installation of LED street light fittings to replace existing TFL/HPSV lamp fittings.	40

5.1.1 TECHNICAL REQUIREMENT OF LED STREET LIGHT FITTINGS/LUMINARIES FOR CITY/ TOWN STREET LIGHTING

These minimum technical specifications are for replacing the existing street lights with LEDs.

Supply Source	180 - 240 volt. However, conditions for voltage fluctuations should be considered and the system should be robust enough to withstand such variation in supply source.
Frequency	50 +/- 1 Hz
Luminaire Efficacy	The luminaires should have a system efficacy of greater than 55lm/W
LED requirement	High power LED with correlated color temperature of 4000K or 6500K

	+/- 500K.
Luminaire technical Requirement	The viewing angle of the luminaire shall be 120 x 70 Deg optimized for Street lighting application to achieve the uniformity. The LED luminaire should be suitable for road lighting application and should provide similar lumen output to that of the existing light.
Usage Hours	12 hrs per day
Power Consumption	Preferable 30W, 40W & 50W @55lm/W. However, wattage may vary depending upon the existing street light.
Power Factor	Greater than 0.90
Life Expectancy	About 50,000 burning hours at a 35 °C ambient temperature with 70% lumen maintenance
Colour Rendering Index	Minimum CRI of 75
Control Circuit	Compatible with LED
Construction	Cast Aluminum with Toughened Glass sealed to IP65 with SS Toggles.

5.1.2 GUARANTEED TECHNICAL PARTICULARS CONFORMING TO INDIAN STANDARDS (TO BE SUBMITTED BY THE BIDDER)

Sl No.	Parameters	Guaranteed Value
1	LED Operating Current	
2	Output Luminous Flux of luminaire	
3	Beam Angle of luminaire	
4	Avg. Lux Level of luminaire	
5	Uniformity	
6	Photometric Curve	
7	Material of Luminaire & Diffuser	
8	Dimension	
9	Weight	
10	Conformity with IP-65 Fixtures	
11	LED Life	

6. GENERAL REQUIREMENTS FOR STREET LIGHTING.

(i) LED lamps of NICHIA/ OSRAM/ SEOUL/ PHILIPS LUMILEDS/ LEDNIUM or other reputed manufacturer shall be used for the purpose.

(ii) The luminaire casing/housing shall be of Stainless sheet steel SS304 grade or aluminum having high conductivity preferably to grade 5000 or similar to high conductivity heat sink material.

(iii) The electronic components used shall be as follows:-

a) IC (Integrated circuit) shall be of industrial grade or above.

- b) Metallic film / Paper/Polyester Capacitor shall be rated for a sustained operating temperature of 105°C.
- d) The resistors should be preferably made of metal film of adequate rating. The actual rating versus loading shall be by a factor of 3.
- e) The junction temperature of the Switching devices such as transistors and MOSFETs etc. shall not exceed 125°C (allowing thermal margin of 25 °C).
- g) The protective cum adhesive coating used on PCBs should be cleared and transparent and should not affect colour code of electronic components or the product code of the company.
- h) The construction of PCBs and the assembly for components for PCBs should be as per IS standards.
- i) The electronics covered for this equipment shall pass all the tests called for in the above specification. The tenderer shall indicate the deviation or compliance otherwise the offer shall not be considered for evaluation.
- k) The infrastructure for Quality Assurance facilities as called for in the above specification must be available at the manufacturing facility. Inhouse testing facility for Quality Assurance should be present. The compliance shall be indicated clearly in the tender itself.
- (iv) The connecting wires used inside the luminaire, shall be low smoke halogen free, fire retardant e-beam cable and fuse protection shall be provided in input side.
- (v) Care shall be taken in the design that there is no water stagnation anywhere. The entire housing shall be dust and water proof having IP65 protection as per IEC 60529.
- (vi) The LED Module(s), Driver gear, etc. shall be designed in such a way so that temperature of heat sink shall not exceed 150 °C above the ambient temperature.
- (vii) All the material used in the luminaire shall be halogen free and fire retardant confirming to UL94.
- (viii) Lumen maintenance of 70% for at least 25000 hours for Interior applications and 35000 hours for exterior applications. Data sheet showing lumen maintenance in the LED shall also be submitted.
- (xi) The manufacturer / supplier should also offer Annual Maintenance Contract (AMC) package(s) for the Street Light luminaries for post Warranty period.
- (x) All the supplied luminaries shall carry permanent marking as **“Not for sale - BEE’s LED street lighting demo project”**.

7. INSTRUCTIONS TO BIDDING FIRMS

7.1 Procedure for Submission of Bid

The Bidder should submit one hard copy of Bid and one soft copy in a sealed cover. The bids will be in two envelopes marked **A** and **B**. Envelope **A** should contain only technical qualifications as specified and Envelope **B** should have the price bid. No format for price bid is being prescribed and it is expected to be per unit of item to be supplied covering the work. Any other form of price bid may become liable for rejection of bid.

The copy of bid should be a complete document and should be bound as a volume. The document should be page numbered and appropriately flagged and contain the list of contents with page numbers. Different copies must be bound separately. The deficiency in documentation may result in the rejection of the Bid.

The soft copy of the bid should be submitted, in the form of a non-re-writeable CD (Compact Disc). The CD media must be duly signed by the Bidder using a “Permanent Pen/Marker” and should bear the name of the Bidder. The sealed cover should be super scribed with the wordings “**LED Demonstration Project 2014**”.

Bidder must ensure that the information furnished by him/her in respective CDs is identical to that submitted by him/her in the original paper document. In case of any discrepancy observed in the contents of the CDs and original paper documents, the information furnished on original paper document will prevail over the soft copy.

7.2 Cost of Bid documents

The Bidder shall bear all costs associated with the preparation and submission of bids, including cost of presentation for the purposes of clarification of the bid, if so desired by SDA Meghalaya. SDA Meghalaya will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

7.3 Contents of the Bid documents

The Bidder is expected to examine all instructions, forms, terms & conditions and Statement of Work in the Bid documents. Failure to furnish all information required or submission of Bid Document not substantially responsive to the RfQ in every respect will be at the Bidder’s risk and may result in the rejection of the bid.

7.4 Language of Bids

The Bids prepared by the Bidder and all correspondence and documents relating to the bids exchanged by the Bidder, shall be written in English language, provided that any printed literature furnished by the Bidder may be written in another language so long the same is accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

7.5 Confidentiality

SDA Meghalaya requires that recipients of this document to maintain its contents in the same confidence as their own confidential information and refrain from any public disclosure whatsoever.

7.6 Disclaimer

SDA Meghalaya and/or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of SDA Meghalaya and/or any of its officers, employees.

7.7 Authorized Signatory (Bidder)

The "Bidder" as used in the RfQ shall mean the one who has signed the bid document forms. The Bidder should be the duly Authorized Representative of the Company/firm. All certificates and documents (including any clarifications sought and any subsequent correspondences) received thereby, shall, as far as possible, be furnished and signed by the Authorized Representative. The power or authorization, or any other document consisting of adequate proof of the ability of the signatory to bind the Bidder shall be annexed to the bid in case of a tenderer not being a Government body/undertaking/PSU. SDA Meghalaya may reject outright any proposal not supported by adequate proof of the signatory's authority.

7.8 Contact details of the Bidder

Bidder, who wants to receive SDA Meghalaya's response to queries, should give their contact details to SDA. The Bidder should send their contact details in writing the SDA Meghalaya's contact address indicated in Para 1.2 of this document.

7.9 Queries on the Bid Document

Bidder requiring any clarification on this Document may send a query in writing at the SDA Meghalaya's contact address indicated in Para 1.2 of this document. SDA Meghalaya's response (including an explanation of the query) to all the queries, received not later than the dates prescribed by the SDA Meghalaya in Para 1.2 of this document, will be made available and sent to the Bidders who have given their contact details. SDA Meghalaya may also hold a conference to give clarifications and invitation of the same will be sent to the Bidders who have given their contact details.

7.10 Amendment of Bid document

At any time prior to the last date for receipt of bids, SDA Meghalaya, may, for any reason, whether at its own initiative or in response to a clarification requested by prospective Bidder(s), modify the Bid Document by an amendment. In order to provide prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, SDA Meghalaya may, at its discretion, extend

the last date for the receipt of Bids and/or make other changes in the requirements set out in the Invitation for Bid.

7.11 Bid Processing Fees

All bids must be accompanied by a bid processing fee of Rs.1,000/- (Rupees One thousand only) and cost of Bid document amounting Rs.300/- (Rupees Three Hundred Only) (*in case of the Bid document downloaded from SDA's website bid document fee is not required*) in the form of crossed Demand Draft(s) drawn in favour of the SENIOR ELECTRICAL INSPECTOR AND STATE DESIGNATED AGENCY ON ENERGY CONSERVATION, GOVERNMENT OF MEGHALAYA and payable at par in SHILLONG.

7.12 Earnest Money Deposit (EMD)

(i) The Earnest Money amounting to Rs.17,200/- (Rupees Seventeen Thousand Two Hundred Only) shall be paid by each tenderer, in the form of crossed Demand Draft drawn in favour of the SENIOR ELECTRICAL INSPECTOR AND STATE DESIGNATED AGENCY ON ENERGY CONSERVATION, GOVERNMENT OF MEGHALAYA and payable at par in SHILLONG, to be enclosed along with the sealed tender;

(ii) Any category of tenderers specifically exempted by the Government from the payment of Earnest Money Deposit are not required to make such a deposit provided they enclose copies of documents proving exemption;

(iii) The Earnest Money Deposit will be refunded to the successful tenderer only after satisfactory completion of the ordered works and on proper fulfillment of contract;

(iv) In case of unsuccessful tenderers, the Earnest Money Deposit will be refunded to them within three months of finalising the tender;

(v) The Earnest Money Deposit will not carry any interest.

Tenders received without the Earnest Money Deposit other than specified in sub-clause (ii) above will be summarily rejected.

TIMELINE AND DELIVERABLES

8.1 Broad Timeline

The broad timeline for the demo Project is as under:

Issue of order	Commencement of Supply	Expected completion date
By the SDA.	Within 15 days of receipt of order from SDA Meghalaya.	Within 30 days from the date of commencement of works.

8.2 Payment Schedule & Penalty/Damages For Delay In Delivery

- a) 75% of the payment shall be released against receipt of material on pro-rata basis.
- b) 10% of the payment shall be released on installation of material at site on pro-rata basis.
- c) 10% of the payment shall be released after complete testing & commissioning and handing over the installation to the department.
- d) Remaining 5% shall be released upon receipt of performance guarantee valid up to warranty period.
- e) Applicable taxes as deductible at source will be deducted from the bill amount.
- f) If the firm fails to deliver the ordered material/equipment within the stipulated period of delivery, SDA Meghalaya may cancel the relevant supply order and in the event of SDA Meghalaya allowing the firm to carry on with the supply works upon such delay, penalty fee at the rate of 1% of the cost of incomplete delivery per week shall be deducted from the payment already due to the firm or the Earnest Money Deposit, as the case may be, subject to the condition that such penalty shall not exceed the total cost of undelivered portion of supply.

No living accommodation for the staff of manufacturer/agency shall be provided by the SDA Meghalaya.

Carriage of material to SDA Meghalaya's office shall be the responsibility of the firm at their own cost.

8.3 Documents Comprising the Bid

The proposal prepared by the Bidder shall comprise the following components:

- i. Bid Form 1 : Bid Letter Proforma (refer Para 9.1)
- ii. Bid Form 2 : Comments and Suggestions (refer Para 9.2)
- iii. Bid Form 3 : Declaration Letter (refer Para 9.3)
- iv. Bid Form 4 : Financial bid (refer Para 9.4)
- v. Bid processing fee of Rs.1,000/- (Rupees One Thousand only).
- vi. Earnest Money Deposit of Rs.17,200/- (Rupees Twenty Five Thousand Only) (refer Para 7.12)
- vii. In case of a tenderer not being a Government body/undertaking/PSU, registered Power of Attorney executed by the Bidder in favour of the Principal Officer or the duly Authorized Representative, certifying him/her as an authorized signatory for the purpose of this Bid.
- viii. Memorandum of Understanding (MoU) / Agreement prepared on a stamp paper of requisite value with the subcontractor clearly indicating their relationship. (In case of subcontractors)
- ix. SDA shall not be responsible for non-receipt / non-delivery of the Bid due to any reason whatsoever. Bidders are advised to study the Bid document carefully. Submission of Bid shall be deemed to have been done after careful study and examination of the Bid document with full understanding of its implications.

8.4 Liquidated Damages

Should the supplier firm fail to complete the supply work within the period prescribed for, SDA Meghalaya shall be entitled to recover 50% of the Earnest Money Deposit on expiry of the first week of delay and the rest 50% of the Earnest Money Deposit on expiry of the second week of delay. **Quantum of liquidated damages as assessed for realization by SDA Meghalaya shall be final and not challengeable by the supplier firm.**

8.5 Test certificates and instruction book etc.

The supplier firm shall furnish to SDA Meghalaya the following documents along with the consignment.

Printed Pamphlets/Catalogues : 4 Copies for each item.

The supplier firm shall furnish the relevant Test Certificates complying ordered specifications along with consignment of material.

8.6 Guarantee / Warranty / Maintenance / Service

All supplied items shall be guaranteed for a period of 5 years from the date of handing over the ordered items to SDA Meghalaya against unsatisfactory performance and/or break down due to defective design, workmanship of material. The items or components, or any part thereof, so found defective during guarantee period shall be forthwith repaired or replaced free of cost, to the satisfaction of SDA Meghalaya. The manufacturer / supplier should also offer Annual Maintenance Contract (AMC) package(s) for the Street Light luminaires for post Warranty period.

8.7 Jurisdiction

All legal proceedings in connection with this contract shall be subject to the territorial jurisdiction of local civil courts at Shillong only.

8.8 Preliminary Scrutiny

Preliminary scrutiny of the proposal will be made to determine whether they are complete, whether required process fee has been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Proposals not conforming to such preliminary requirements will be prima facie rejected.

8.9 Technical evaluation

The Technical Evaluation of Pre-qualified Bidders shall be carried out to achieve the objective of assignment as detailed in the Terms of Reference the bidders will outline their methodology in their proposals giving a brief description of methods that they intend to adopt to achieve this objective. The evaluation of the proposals shall be carried out in two stages: Firstly the quality, and then the cost. The

financial proposals shall be opened only after the technical proposals have been evaluated and concluded. “Financial Bid” of only technically qualified bidders shall be opened.

8.10 Evaluation of Proposals

The proposals will be evaluated on the basis of the prescribed specifications. However, SDA Meghalaya in its sole/absolute discretion can apply whatever criteria deemed appropriate in determining the responsiveness of the Bid submitted by the bidders.

The price bid for all technically qualified bidders will be opened and the contract will be awarded to the lowest price bidder.

8.11 Force Majeure

If, at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 5 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such an event come to an end or cease to exist, and the decision of SDA Meghalaya as to whether the deliveries have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 30 days, either party may, at its option, terminate the contract.

9 BID FORMS

Bid is to be submitted in the following format along with the necessary documents as listed. The Bid shall be liable for rejection in the absence of requisite supporting documents.

9.1 Bid Form 1 : Bid Letter Proforma

To

The Senior Electrical Inspector &
State Designated Agency on Energy Conservation,
Government of Meghalaya,
Lower Lachumiere,
Shillong 793001.

Sub: Supply of LED street light luminaries under BEE's LED Street Light Demonstration Project undertaken at Ganesh Das Hospital, Pasture Institute, Nongmali, East Khasi Hills, Shillong.

Sir,

The undersigned Bidders, having read and examined in detail all the Bid documents in respect of appointment of a supplier for SDA Meghalaya, do hereby express their interest to Supply of LED street light luminaries under BEE's LED street light demo project for the State Designated Agency, Meghalaya as specified in the scope of work

1. Correspondence Details

Our correspondence details are:

1	Name of the Bidder	
2	Address of the Bidder	
3	Name of the contact person to whom all references shall be made regarding this tender	
4	Designation of the person to whom all references shall be made regarding this tender	
5	Address of the person to whom all references shall be made regarding this tender	
6	Telephone (with STD code)	
7	E-Mail of the contact person	
8	Fax No. (with STD code)	

2. Document forming part of Bid

We have enclosed herewith the followings:

- i. Bid Form 2 : Comments and Suggestions (refer Para 9.2)
- ii. Bid Form 3 : Declaration Letter (refer Para 9.3)
- iii. Bid Form 4 : Financial Bid {refer Para 9.4}
- iv. Bid processing fee
- v. Earnest Money Deposit of Rs.17,200/- (Rupees Twenty Five Thousand Only) (refer Para 7.12)
- vi. Registered Power of Attorney executed by the Bidder in favor of the Principal Officer or the duly Authorized Representative, certifying him/her as an authorized signatory for the purpose of this Bid. (In case of a tenderer not being a Government body/ undertaking/PSU)
- vii. Memorandum of Understanding (MoU) / Agreement prepared on a stamp paper of requisite value with the subcontractor clearly indicating their relationship. (Optional)

3. We hereby declare that our Bid is made in good faith and the information contained therein is true and correct to the best of our knowledge and belief.

Thanking you.

Yours faithfully

(Signature of the Bidder)

Name :

Designation :

Seal :

Date :

Place :

Business Address:

Witness: _____

Bidder: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Address: _____

Designation: _____

Company/Firm: _____

Date: _____

Date: _____

9.2 Bid Form 2: Comments and Suggestions

[Suggest and justify here any modifications or improvement to the scope of work, tasks to be performed, timeline, deliverables, payment terms etc. to improve performance in carrying out the Assignment. The Bidder can suggest deleting some activity or adding another, or proposing a different phasing of the activities. Such suggestions should be concise and to the point.]

(Maximum two pages)

9.3 Bid Form 3: Declaration Letter.

Declaration Letter on official letter head stating the following:

- i. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract
- ii. We are not black-listed by any Central / State Government / Public Sector Undertaking in India

Witness:	Bidder
Signature: _____	Signature: _____
Name: _____	Name: _____
Address: _____	Designation: _____
_____	Company/Firm: _____
Date: _____	Date: _____

9.4 Bid Form 4 : Financial Bid

To

The Senior Electrical Inspector &
State Designated Agency on Energy Conservation,
Government of Meghalaya,
Lower Lachumiere,
Shillong 793001.

Sub: Supply of LED street light luminaries under BEE's LED street light Demonstration Project undertaken at Ganesh Das Hospital, Pasture Institute, Nongmali, East Khasi Hills, Shillong.

Sir,

The undersigned Bidders, having read and examined in detail all the Bid documents in respect of appointment of a supplier for SDA Meghalaya, do hereby express their interest to Supply of LED street light luminaries under BEE's LED street light demo project for the State Designated Agency, Meghalaya as specified in the scope of work.

Sl. No	Item	Wattage	Make / Model	Amount per unit (inclusive of taxes) in Rupees.	
				In figures.	In words
1	LED street light luminaries as per Clause 5.1.1				

In case of any difference of amount in figures and words, the amount in words will be considered

Signature: _____ Signature: _____

Name: _____ Name: _____

Address: _____ Designation: _____

_____ Company/Firm: _____

Date: _____ Date: _____