

# NATIONAL SEEDS CORPORATION LIMITED

## राष्ट्रीय बीज निगम लिमिटेड

(A Government of India Undertaking)

**Regional office: Secunderabad**

CIN: U74899DL1963GOI003913



### (COMPETITIVE BIDDING-TWO BID SYSTEM)

File No. 8(1)/HR-Transport/NSC-HYD/18-19

#### TENDER DOCUMENT FOR TRANSPORTATION OF SEEDS, PACKING MATERIAL, MACHINERY AND OTHER ITEMS BY ROAD

**LAST DATE&TIME FOR RECEIPT OF BIDS. : UPTO 2:00 PM ON 08.03.2019**

**DATE & TIME OF OPENING OF BIDS. : UPTO 2:30 PM ON 08.03.2019**

**NATIONAL SEEDS CORPORATION LIMITED**  
(A Government of India Undertaking)  
**SECUNDERABAD-500 017**

[rm.secunderabad@indiaseeds.com](mailto:rm.secunderabad@indiaseeds.com)

**File No. 8(1)/HR-Transport/NSC-HYD/18-19**

**Dated: 12.02.2019**

**Section-I**

**NOTICE INVITING TENDER**

**The E-tender** is invited from reputed bank approved transport companies for transportation of Seeds / packing material, Machinery and other material etc., from stocking point in Andhra Pradesh / Telangana / Karnataka to various destinations throughout India (in state and outside of state) on Annual Transport Contract on per Quintal per KM basis for the **financial year 2019-20 (One Year)**

S. No	Description	Tender fees	EMD(Rs)	Security
1	Transportation of Seeds / packing material, Machinery and other material etc	1180/- inclusive 18% GST	2,00,000/-	<b>1. One slab- 2.50 lakh 2. Two to 5 slabs- 5.00 lakh 3. Above 5 slabs – 10.00 lakh</b>

Tender documents containing tender forms, specifications, terms and conditions can be downloaded from NSC website [www.indiaseeds.com](http://www.indiaseeds.com) or NSC Procurement Portal <https://indiaseeds.eproc.in> the bidders shall have to pay **Rs. 1180/- with 18% GST** (non-refundable) for the cost of tender by online along with the bid.

**(M. Venkat Sudhakar)**  
**Regional Manager**

**NATIONAL SEEDS CORPORATION LIMITED**

(A Govt. Of India Undertaking)

17-11: Tukaram Gate, North Lalaguda

Secunderabad -500 017

**Section-II**

**TERMS AND CONDITIONS FOR TRANSPORTATION OF SEED & MATERIALS BY ROAD  
(ON ANNUAL CONTRACT BASIS) FOR THE YEAR 2019-20**

1. The tenderer should thoroughly go through the terms and conditions before submitting the tender.
2. Last date for submission of tender is on **08.03.2019 up to 2.00 P.M.** Technical Bid will be opened on the same day at 2.30 P.M. and Financial Bid of the technically qualified tenderers will be opened thereafter.
3. The tenderer should have to pay **Rs.1180/-** against cost of through online. The rate quoted should be valid **from 01.04.2019 to 31.03.2020 i.e. contract period.**

**4. EARNEST MONEY & SECURITY DEPOSITS;**

The Transporter shall deposit **Rs.2, 00,000/-** (Rupees Two Lakhs only) towards Earnest Money Deposit along with Technical Bid. Upon acceptance of the tender by NSC, the transporter shall deposit for one slab a minimum amount of **Rs. 2.5 Lakhs** (Rupees Two Lakhs fifty thousand only) as Security Deposit, in case any party gets **2 to 5 Slabs** they have to deposit **Rs. 5.00 Lakhs** (Rupees Five Lakhs only) as Security Deposit and **above 5 Slabs** the Security Deposit will be **Rs. 10 Lakhs** (Rupees ten Lakhs only). These deposits are not entitled for any interest. They shall be made by **Bank Draft or Bank Gurantee in favour of National Seeds Corporation Ltd., drawn on State Bank of India or any Nationalized Banks** . Whenever the Security Deposit falls short of the stipulated amount, the transporter shall make good the deficit, so that the deposit at any point of time remains intact.NSC reserves the right to forfeit the Security Deposit (in part or full) in the event of failure of the transporter to comply with the terms of contract. The Security Deposit or such part thereof if not forfeited or adjusted will be refunded to the transporter only on expiry of the contract and on satisfactory completion of the work under the agreement and on production of No dues /No demand certificate from the consignor unit of NSC relevant to the contract period and after deducting the outstanding dues, if any, against the transporter on account of shortages, damages, delayed delivery etc. NSC reserves the right to forfeit the Security Deposit in the event of failure of transporter to produce acknowledgement copies of the Lorry / Consignment Notes from the consignees or execute the transportation job to the NSC' s satisfaction.

**5. EXECUTION OF THE AGREEMENT;**

The agreement to which these “terms and conditions” form part shall be in force till the job for which transporter has been engaged is completed to the entire satisfaction of NSC official. This can be extended on mutual consent in writing.

## **6. BOOKING OF CONSIGNMENTS, VOLUME OF WORK AND ALLOTMENT..**

- a. The consignment of NSC's goods will normally contain seeds or such other goods as NSC may specify (Packing material, treatment material, Machinery and other) etc.
- b. It should be understood by the transporter that NSC's goods are of such nature that the same can be damaged in transit due to various factors and after having understood the same, the transporter shall be responsible for delivering the goods without deterioration in quality for any reasons whatsoever and to make good any loss that NSC may suffer on that account. NSC's losses are deductible from the bills of the transporter and/or from the amount of Security Deposit and while doing so the transportation charges will also be proportionately disallowed for such of the quantities reported short/damaged. In the event of NSC's loss exceeding the amount of the Security Deposit and the bills which are payable to the transporter later, the transporter shall pay the amount on demand from NSC without any dispute.
- c. NSC does not guarantee any specific volume of work at any time during the period of the agreement. The agreement itself does not confer any right on the transporter to demand that the entire work should necessarily or exclusively be entrusted to him. NSC reserves the right to appoint one or more transporters and distribute the work proportionately among them during the period of this agreement and no claim for compensation shall lie against NSC on account of such division of work.
- d. All the bookings will be on **"To be billed"** basis. The freight charges shall be on per quintal per KM basis inclusive of the loading, unloading, statistical and bridge crossing charges, insurance of the seed consignments loaded and other charges if any.

## **7. ARRANGEMENT OF TRUCKS AND PLACEMENT.**

- a) The transporter shall make available the trucks and lift the consignment within 24 hours of intimation by NSC. It shall be ensured that the entire consignment under the agreement is lifted within the dates intimated by NSC on each occasion.
  - b) The transporter will collect the goods from the Godowns and storage locations as indicated by NSC from time to time on each occasion without any extra charge.
  - c) All consignments will be booked **"on Carriers Risk"** and LR/GN printed with **"CARRIERS RISK "** should be affixed on all the copies of Lorry Receipts/Goods Notes. In case of any accident /theft/fire to the consignment, the transporter should lodge FIR at nearest Police Station as earliest and arrange survey report of the Insurance company for preferring claim.
  - d) The transporter shall ensure that (i) "Hooks" are not used for handling the bags (ii) the trucks are covered with double tarpaulins which are perfectly water proof/leak proof and in sound condition to avoid any damage by rain etc.(iii) the consignment is never exposed or kept open, and (iv) the entire transportation is made only by Road and not by any other mode of transportation.
  - e) In view of urgency, the transporter should arrange two point delivery enroute to the destination, for which kms will be considered from starting point to end of the destination.
8. No transshipment is allowed in between the destinations. For any reason such as breakdown, accident etc., if the truck is stranded beyond reasonable limits, the transporter should make alternate arrangements for safe transportation of the goods by road within the delivery time limit prescribed already.

## **9. PENALTY FOR DELAYED LIFTING:**

If the transporter fails to lift the stocks within 24 hours of NSC's intimation, NSC shall have the right to impose a penalty for delayed lifting at the rate of 2% of the freight charges per day per truck, or it shall be open to NSC to transport the goods through any other transporter. In that event, if NSC has to pay more than the amount payable to the transporter under this agreement, the excess amount paid shall be recovered/ adjusted by NSC from the amounts and/ or the Security Deposit at the credit of the transporter. In addition, the incidental charges at the rate of **Rs.1000/-** per truck shall be recovered from the transporter. On receipt from other transporter for payment by NSC on account of transporting the goods through them shall be conclusive evidence of the amount so paid and the transporter under this contract shall without any dispute, pay the excess amount either in cash or accept recovery/adjustment from the amount at his credit.

## **10. COLLECTION OF DOCUMENTS:**

The transporter will be entirely responsible for obtaining the permits, way bills, sale tax forms etc.(if any) wherever necessary, such as for inter State entry/free passage etc. Failure to obtain these forms from the consignor and the resultant delay will be entirely at the risk of the transporter and NSC is not liable to pay any charge on account of detention, storage etc., enroute for want of any permit clearance.

Octroi and Toll Tax, if any, paid by the transporter will be reimbursed by the Consignor on production of the relevant original receipts only on normal rates without penalties.

## **11. DELIVERY OF CONSIGNMENTS:**

- a. The consignment shall be delivered by the transporter at the consignee's address at the specified destination on **door delivery** basis during office hours **i.e. 10.00 AM to 5.00 PM** on working days within the transit periods mentioned by NSC on each occasion. The transit period is exclusive of the days of lifting (loading) and delivery (unloading).
- b. If delivery outside office hours or on holidays is anticipated, the transporter shall inform the consignee, in writing at least **24 hours** in advance about such delivery to enable the consignee to make required arrangements. However, neither the consignee nor the consignor shall be responsible, if arrangement is not made by the consignee for taking delivery of the consignment outside the office hours or on holidays.
- c. If the consignment is delivered short of the destination or at some other destination unless otherwise permitted by NSC in writing, NSC will not pay the freight charges to the transporter.
- d. The transporter shall not with-hold the delivery of the consignment for any reason whatsoever, and shall be solely responsible for any loss that NSC may incur on account of such non-delivery. In the event of non-delivery of the consignment at the destination, the transporter shall bear the entire cost of the seed and packing material in full at the NSC's prevailing sale price alongwith the damages liable for payment by NSC on the consignment due to non supply of seed to the seed users/indentors. For other goods the transporter shall pay the entire cost of the goods and the packing materials etc,
- e. For any reason such as break-down, accident etc. if the truck is stranded beyond reasonable limits, the transporter should make alternate arrangement for safe transportation of the goods by road within the delivery time limit prescribed already.

## **12. DETENTION:**

No detention charges will be payable for the first 24 hours of detention of trucks at the originating station or at the destination station. For detention beyond 24 hours, NSC may pay detention charges @ Rs.1000/- per day but not exceeding 2% of the freight charges per working day per truck provided, it is sufficiently established that NSC alone is responsible for the detention. In calculating the number of days of detention, the days of the placement/arrival of the truck and that of loading/unloading shall be excluded.

## **13. CALCULATION OF DISTANCE:**

The distance will be calculated as per the distance given in “**Google Map**” by **shortest route**. In case the destination station is not indicated, the supplement distance will be worked out on the basis of road map of India/States by Motoring Guide of India/Google. The transit time is to be calculated @ 300 kms per day. For billing or payments K.M. calculation shall be based on distance shown at Google at shortest routes. While passing the transport bills, actual distance will be verified from the Google Maps and the bills will be passed accordingly.

## **14. PENALTY FOR LATE DELIVERY:**

The transit period specified in clause 7(a) shall be deemed to be the essence of the contract. The said period shall be legibly written on the LR/GN both in words and number. If the transporter fails to deliver the consignment within the time limit specified in tender, NSC shall have the right to levy penalty as follows for delayed delivery

No of days delay beyond the transit period.	Penalty per day of delay per truck as percent of the freight charges
i) For the delay upto 50% of the transit period or part thereof.	2% of the freight per truck per day of delay.
ii) For the delay beyond 50% of upto the transit period or part thereof.	5% of the Freight per truck per day on the delay.

In case, the delay is due to circumstances beyond control of transporter, the NSC reserves the right for relaxation of delivery period subject to disposal of stocks.

## **15. PAYMENTS AND INCOME TAX:**

**A.** Payments will be made through RTGS in favour of the Transporter by the consignor on the basis of actual net weight of the goods stated in the Lorry Receipt at the time of loading and on production of Certificate of receipt of the goods from the consignees. The transporter should ensure to produce acknowledged copy in respect of no. of bags received by the consignee with date and duly signed with stamp. The cost on account of shortage in the consignment, penalty for late delivery of the consignment and value of damage to the consignment will be deducted by the consignor before making payment to the transporter.

**B.** NSC reserves the right to deduct at source the Income Tax amount from the payments due to the transporter according to the provisions of Section 194 C of the Income Tax Act 1961 and Rules framed there-under as in force.

## 16. Minimum Guarantee:

- a) At distance slab of 0-200, a minimum guarantee of 100 kms will be given.
- b) At weight slab a minimum guarantee of 60 Qtls will be given for below 60 Qtls Movement.

## 17. ADDITIONAL TERMS & CONDITIONS:

1. The Tenderer must submit EMD along with the Technical Bid in the Form of Demand Draft drawn in favour of “National Seeds Corporation Ltd., Secunderabad”/ through RTGS. The tender without EMD will be rejected.
2. The successful Tenderer has to complete all the formalities of Annual Transport Contract Agreement within 10 days from the date of issue of work order. In case Tenderer fails to comply in signing the agreement with the Corporation, the Corporation reserves the right to forfeit the EMD along with the tender.
3. Indian Banker Association approved Certificate for the establishment of the transporter shall be provided along with tender offer.
4. Details of the transport establishment, shops, branches throughout the country with their address, phone No. , e-mail, name of the responsible person along with mobile number & office landline number if any etc., shall be furnished.
5. Past experience of the transporter for executing similar nature of job in respect of transporter of seeds shall be furnished.
6. It is a mandatory on the part of the transporter that he should have the establishment at Kurnool, Nandyal, Guntur, Warangal and Hyderabad where NSC is having its own establishment for delivering the seed & other materail for movement.
7. Income Tax Clearance Certificate should be furnished.
8. It is the duty of the transporter as per the Terms and Conditions of the agreement, the truck has to be placed according to the quantity mentioned in the Job Order & Locations. He has no right to demand for placing the truck of his own choice and demanding quantity for higher or lower as per his convenience.
9. The party should offer/quote their rates exclusive of GST, as the transportation of seeds are exempted from payment of GST.
10. Whenever diesel price reaches +/- 5% of the existing diesel price per litre, the revision in transportation rate shall be considered. The freight rate is subject to revision at the rate of **0.0003 paisa per Qtl/km** for every 10 paisa statutory increase/decrease in revision diesel price (including taxes applicable at Hyderabad).
11. Regional Manager reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
12. In case the material is not unloaded at the original destination, the party has to unload the material at the new destination as per advice of consignee, in such case,

the transportation charges will be paid for the original destination at approved slabs and rates plus the transportation charges from original destination to new destination (to and fro) charges.

## **18. TERMINATION OF CONTRACT**

The terms and conditions as stated above shall be binding on the NSC and the Transporter and their relationship shall be governed by the same. NSC shall have the right to terminate the contract at any time during its currency after giving 10 days Notice to the transporter without assigning any reason, whatsoever; and the transporter shall not be entitled to question the termination.

Nor shall be entitled to any compensation in this agreement. In the event of the transporter being adjudged insolvent or going in liquidation or winding up his business or failing to observe any of the provisions of the contract or is convicted or punished under the statutory provisions, NSC shall be at liberty to terminate the contract without prejudice to any other rights or remedies under the contract and to get the work done for the unexpired period of the contract at the risk and cost of the transporter and to claim from him any resultant loss sustained or costs incurred.

## **19. ARBITRATION**

In the event of any question, dispute or difference arising under or in connection with this agreement, its implementation or its satisfaction, the same shall be referred to the Sole Arbitrator, who may be appointed by the Chairman of NSC, or by any other Officer who at the relevant time is occupying the highest office in NSC. It shall be competence of the Chairman or such other Officer of NSC as aforesaid to act as the Sole Arbitrator himself. The transporter shall have no objection that the Chairman or the Arbitrator nominated as above is a person who has or had dealt with the matter to which the contract relates or that in the course of his duties has expressed views on all or any of the matter of dispute or difference. It is agreed between the parties that in the event of the Chairman or the Arbitrator nominated as above vacating the office by resignation or otherwise or refusing to act as an Arbitrator, it shall be lawful for the Chairman of NSC or the Officer occupying the highest office in NSC at the relevant time to nominate any other person as the Arbitrator and he shall continue the proceedings from the stage at which the same have been left by his predecessor. The venue and cost of arbitration shall be at the discretion of the Arbitrator, it is agreed by the parties that the Arbitrator may on the request of the parties and in the interest of justice and proper determination of the dispute extend the time for making the award by an order in writing conveyed to the parties. In case of any dispute, the Court of jurisdiction of the law will be at Hyderabad/New Delhi and this agreement will be deemed to have been entered into at Hyderabad irrespective of the place of performance of the agreement.



## NATIONAL SEEDS CORPORATION: SECUNDERABAD

### Section-III

### TECHNICAL BID

#### ANNUAL TRANSPORT CONTRACT FOR YEAR 2019-2020.

1	Name and address of the Tenderer	
2	Name of the Proprietor/Partner	
3	Valid Registration Number of the Firm / Organization (enclose copy of registration)	
4	Copy of Bank approval certificate (copy to be enclosed)	
5	Solvency certificate issued by the bank	
6	List of Branch Office in A.P./Telangana and other places	
7	Reference of the transportation work undertaken from NSC, if any.	
8	Demand Draft No., amount, and date towards EMD/Proof of RTGS.	
9	Copy of GST certificate	
10	Bank Account details ( enclose copy)	
11	Income tax return for the last 3 years	
12	Copy of the PAN card	
13	Telephone No	
14	Office e-mail for correspondence/contact daily.	
15	E-mail address of the owner/Managing Director.	
16	Under taking that the firm is neither black listed nor having any relationship with employees	
17	Authorization of competent authority to sign the tender documents with verified signature	

Signature of the Authorized representative of Transporter

Address:

Transporter seal:

**NATIONAL SEEDS CORPORATION: SECUNDERABAD****Section-IV****FINANCIAL BID**

TRANSPORTATION TENDER OF NATIONAL SEEDS CORPORATION, SECUNDERABAD FOR THE YEAR 2019-20.

Sir,

We have carefully gone through the terms and conditions prescribed for entering into contract for appointment of Annual Transport Contract. The Rates will be valid for the entire period from **1/4/2019 to 31/3/2020**. We have quoted per Quintal per Kilometer in Rupees and the rates quoted are inclusive of loading, unloading, statistical, bridge crossing, insurance etc excluding service tax. Our lowest and firm rates for the different slabs are as follows.

<b>Slab of qty. in qtls. in respect of Groundnut /Sunflower / Vegetable Bulk &amp; Other / Light weighted seeds viz Tomato, Brinjal, Chillies, Palak , Methi, Onion etc and Pkg. &amp; Certification material.</b>				
<b>Slab of distance (in K.M.)</b>	<b>60-90</b>	<b>90.01-120</b>	<b>120.01-160</b>	<b>160.01&amp; above</b>
<b>0-200</b>				
<b>201-500</b>				
<b>501-1000</b>				
<b>1001-1500</b>				
<b>1501 &amp; above</b>				

<b>Slab of qty. in qtls. in respect of other than above crops (Heavy weighted seeds) , Machinery &amp; other items</b>				
<b>Slab of distance (in K.M.)</b>	<b>60-90</b>	<b>90.01-120</b>	<b>120.01-160</b>	<b>160.01 &amp; above</b>
<b>0-200</b>				
<b>201-500</b>				
<b>501-1000</b>				
<b>1001-1500</b>				
<b>1501 &amp; above</b>				

I/We have read and understood the detailed Terms and Conditions of Tender Schedule and the same are acceptable to me / us.

Signature of the Transporter/Address  
Transporter seal:

To  
The Regional Manager  
National Seeds Corporation Ltd.,  
Lalaguda, Secunderabad – 500 017.

**NATIONAL SEEDS CORPORATION: SECUNDERABAD**

**Section- V**

**CHECKLIST FOR THE TENDERER**

S.No	Particulars
1	Check the tender is submitted in Two Bid system, separately for Technical and Financial Bid
2	Copy of Bank approval certificate.
3	Solvency certificate issued by bank.
4	Online receipt for Rs.1180/- inclusive GST towards cost of tender form.
5	Online Receipt for Rs. 2, 00,000/- towards EMD.
6	Tender form is complete and not conditional.
7	Under taking that the firm is neither black listed nor having any relationship with employees.
8	GST copy
9	PAN card copy
10	Authority letter duly signed by the competent authority.
11	Income tax return for the last 3 years
12	Bank Account details ( enclose copy)
13	Past experience certificate details
14	Undertaking certificate (Section-VI) (enclose copy)

**Section-VI**

**Undertaking**

The Regional Manager  
National Seeds Corporation Limited  
**SECUNDERABAD**

Sir,

This is in reference to your Tender Notice published for transportation of Seeds. In this connection, I wish to undertake that our firm is neither blacklisted by any of the firm nor our firm is having any relationship with Employees of National Seeds Corporation Limited.

Signature of Transporter\_\_\_\_\_

Address & Stamp:

Date :-

**Section-VII**

**Acceptance letter in below given format to be attached in company letter head.**

(Copy to be uploaded on e-portal)

I have read and understood e-tender Terms & Conditions and I agree to abide by them. I hereby certified that all the information mentioned above & provided by me are true and in case of any information is found to be incorrect, my bid may be treated as rejected by NSC Management. Above information is true to our knowledge and belief.

Signature of Tenderer :

Name:-

Address

Phone No

Email:

Stamp

Date: \_\_\_\_\_

## PROCEDURE UNDER E-TENDERING

### INSTRUCTIONS TO APPLICANTS

#### DEFINITIONS:

- a. **C1 India Private Limited:** Service provider to provide the E-Tendering Software and facilitate the process of e-tendering on Application Service Provider (ASP) model.
- b. **NSCL e-Procurement Portal:** An e-tendering portal of National Seeds Corporation Limited

(“NSCL”) introduced for the process of e-tendering which can be accessed on <https://indiaseeds.eproc.in>.

Words in capital and not defined in this document shall have the same meaning as in the Request for Proposal (“RFP”).

#### 1) ACCESSING/PURCHASING OF BID DOCUMENTS:

- (i) It is mandatory for all the bidders to have Class-III Digital Signature Certificate (**With Both DSC Components, i.e. Signing & Encryption**) from any of the licensed Certifying Agency (Bidders can see the list of licensed CA’s from the link [www.cca.gov.in](http://www.cca.gov.in) ) to participate in e-tendering of NSCL.
- (ii) C1 India Pvt. Ltd. Facilitates procurement of Class III DSC’s.
- (iii) DSC Procurement request may be sent to [vikas.kumar@c1india.com](mailto:vikas.kumar@c1india.com) for more details during NSCL working days.
- (iv) To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the NSCL E-Tendering Portal (<https://indiaseeds.eproc.in>) to have a user ID & Password which has to be obtained by submitting a non-refundable **annual registration charges of Rs. 3416/- inclusive of all taxes**. Bidder can pay registration fee through online mode (Debit Card/Credit Card/Net Banking) or Demand Draft in favour of M/s **C 1 India Private Limited** payable at Gurgaon with any scheduled bank only. Validity of Registration is 1 year.
- (v) After making the payment, Vendors have to send email intimation to Helpdesk for their profile activation. The account will be activated within 24 hours. In case the payment is not received within 7 days, the bidder login id will be blocked / barred from the tender.
- (vi) All profile activations will be done only during NSCL working days.
- (vii) No profile activation will take place during NSCL Holidays & gazetted holidays.

#### **Following may be noted and to be communicated to the bidders through Tender Document –**

- a) Applications can be submitted only during the validity of registration with the NSCL E-Tendering Portal being managed by C1 India Pvt. Ltd. i.e. <https://indiaseeds.eproc.in>
- b) The amendments/ clarifications to the tender, if any, will be posted on the NSCL E-Tendering Portal (<https://indiaseeds.eproc.in>).
- c) To participate in bidding, bidders have to pay **Tender Application Fee Rs. 1180/- (non-refundable)** and **EMD Rs As per section-I (refundable)** as per the amount mentioned in the tender document through online mode through Credit Card/ Debit Card/ Net Banking/

NEFT/RTGS after generating E-chalan from <https://indiaseeds.eproc.in>.(NEFT/RTGS only available for EMD)

- d) Both 'EMD' and 'Tender Application Fee' are mentioned in individual tender document as published at NSCL E-Tendering Portal (<https://indiaseeds.eproc.in>)
- e) To participate in bidding, bidders have to pay **Tender Processing Fee of Rs. 570/- inclusive of all taxes** (non-refundable) through online mode only (Credit Card/Debit Card/ Net Banking).
- f) For helpdesk please contact **Help Desk Support**.

## 2) **PREPARATION & SUBMISSION OF APPLICATIONS:**

- a) Detailed RFP may be downloaded from NSCL e-tendering portal and the Application may be submitted online following the instructions appearing on the screen.
- b) Vendor can pay tender document fee Online through Internet Banking/ Debit Card/ Credit Card.
- c) **Tender Processing Fee of Rs 570/- (Five Hundred and Seventy Rupees only) inclusive of all taxes** shall be paid to C 1 India Private Limited Online only.
- d) A Vendor manual containing the detailed guidelines for e-tendering system is also available on the portal.

## 3) **MODIFICATION / SUBSTITUTION/ WITHDRAWAL OF BIDS:**

- a) The Bidder may modify, substitute or withdraw its e- bid after submission prior to the Bid Due Date. No Bid shall be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date.
- b) Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the NSCL, shall be disregarded.
- c) For modification of e-bid, bidder has to detach its old bid from e-tendering portal and upload / resubmit digitally signed modified bid.
- d) For withdrawal of bid, bidder has to click on withdrawal icon at e-tendering portal and can withdraw its e-bid.

## 4) **OPENING AND EVALUATION OF APPLICATIONS:**

- a) Opening of Applications will be done through **online process**.
- b) NSCL shall open documents of the Application received in electronic form on the Application due date i.e. in the presence of the Applicants who choose to attend. This Authority will subsequently examine and evaluate the Applications in accordance with the provisions set out in the RFP.
- c) The Financial Proposal will be opened of the applicants. The date of opening of Financial Proposal will be notified later on.

### **DISCLAIMER**

The Applicant must read all the instructions in the RFP and submit the same accordingly.