



Ajmer Vidyut Vitran Nigam Limited
A Govt. of Rajasthan Undertaking
INSTRUCTIONS TO BIDDERS
(For e-Tendering)

1.01. INTRODUCTION:

The bidders, in their own interest are requested to read very carefully these instructions and the terms and conditions as incorporated in Section II & III before filling the bid form. If they have any doubt about the meaning of this Specification or any portion thereof, they shall before submitting the bid furnish to the respective authority of Discom **in writing at least fifteen days before the specified date of opening of techno-commercial bids in order that such doubts may be removed.** Submission of the bid shall be deemed to be the conclusive proof of the fact that the bidder firm had acquainted themselves and is fully conversant with all the instructions, terms and conditions governing the specification, unless otherwise specifically indicated/commented by him in his bid.

1.02 FILLING OF BIDS:

- 1.02.1 Bids shall be submitted **online** in the **electronic format** attached with bid document and all blanks in the bid and the schedules to the specification shall be duly filled in. The completed form(s), Schedule(s) shall be considered as a part of the contract documents, in the case of successful bid(s).
- 1.02.2 No addition / alteration should be made in the form of the bid specification and schedules. The bid must comply entirely with specifications. Alternative proposals (if any), shall be separately clearly stated in the covering letter and shall accompany the bid. No communication regarding alternative proposal, post bid clarification on technical matter or price shall be entertained unless bidder is specifically asked for the same by the purchasing authority. Suo moto technical clarification or changes in price or commercial conditions affecting the prices would attract a severe action of debarment from future bid at-least for one year or next bid whichever is later.
- 1.02.3 The bid and all accompanying documents shall be in Hindi/English Language and shall be signed **digitally** by a responsible and authorized person. The name, designation and authority of the signatory shall be stated in the bid.

- 1.02.4 Bids should be filled in, only with ink or typed **and must be submitted online after signing digitally**. No bid filled in by pencil or otherwise shall be considered.
- 1.02.5 All additions, alterations and over-writing in the bid must be clearly signed by the signatory of the bidder **otherwise, bid will be summarily rejected**.
- 1.02.6 The bidder must quote the prices strictly in the manner as indicated herein, failing which bid is liable for rejection. The rate/prices shall be entered in words as well as in figures. These must not contain any additions, alterations, over-writing, cuttings or corrections and any other marking which leave any room for doubt.
- 1.02.7 The Purchase Authority will not be responsible to accept any cost involved in the preparation or submission of bids.
- 1.02.8 Any printed conditions of sale on the bid shall not be accepted by the purchase Authority. **The bidder shall incorporate their conditions of sales, if any, in the text of the bid itself.**
- 1.02.9 **The tender offer shall be submitted in time specified on <http://eproc.rajasthan.gov.in> in electronic format in the following manner:**
- i) **COVER - I** for details of EMD / Valid exemption certificate/ Registration certificate with copy of letter indicating validity of B.G / Tender processing fee and Cost of Tender document (to be filed in pdf format).
 - ii) **COVER - II for Techno- Commercial Bid (to be filed in pdf format)** In this part of bid, tenderer will have to furnish Guaranteed Technical Particulars in regard to all requirement details of Technical Specification (Section-III) and confirmation of commercial terms and conditions of GCC (General Conditions of Contract) and its addendum/ corrigendum, if any, along with details required in various/schedules "EXCEPT THE PRICE SCHEDULE" so that the purchaser may be able to examine whether the offer submitted is technically acceptable and also confirm to our commercial terms and conditions or not.
 - iii) **COVER - III for Financial/Price Bid/BOQ (to be filed in pdf & xls format).**
This price bid shall include submission of details of prices as per schedule-IV of the specification. The price bid will be opened only after being satisfied with Technical and Commercial Bid as per qualifying requirement stipulated in the Specification and bid of such qualified bidders will only be opened. The date of opening of such price Bids will be intimated in due course of time.

Note : Separate price bid and technical bid are required to be submitted incase total bid value exceeds Rs. 50 Lacs and if the same is up to

50 Lacs, technical bid and price bids shall be submitted in a single envelope. However, two part bidding could be adopted for the item of special nature technology, sophistication or for any other item in the opinion of purchasing officer considered suitable for two part bidding system also irrespective of value.

1.02.10 Bidders shall indicate in their bid the name and complete address of Excise authorities under whose jurisdiction are their works / offices falls.

1.02.11 All bids and accompanying documents shall be addressed to the Ajmer Vidyut Vitran Nigam Limited.

1.02.12 The tenderer should sign the tender documents **digitally** and stamped on each page

1.02.13 **The tenders/quotations given in the form other than prescribed form will not be considered.**

1.02.14 Only one representative, on submission of valid authorization of the signatory of the bid, will be allowed to be present during the opening of the bid.

1.02.15 **The bidder shall clearly indicate the deviation such as Technical Deviation & Commercial Deviation in the prescribed format only. The deviation indicated elsewhere in the bid shall not be accepted.**

1.02.16 **The bidder must clearly fill up each and every particular of Guaranteed Technical Particulars annexed with Technical specification otherwise he will be responsible for Technical non-responsiveness.**

1.03 EARNEST MONEY:

The tenderers shall furnish prescribed Earnest Money by DD/Banker's cheque payable in the name of Sr. Accounts Officer (EA & Cash), AVVNL, Ajmer up to stipulated date & time, and obtain a receipt thereof. No other mode of deposit shall be accepted. Any tender not accompanied by a copy of the receipt for depositing earnest money by Banker's cheque / bank draft or exemption certificate or registration certificate or certificate saying that the tenderer is a Government undertaking/ Corporation/ Company shall be rejected and the tender will not be opened".

1.03.1 In case of unsuccessful bids, the Earnest Money will be refundable on production of the original receipt, within one month after finalization of the bid. In case of successful bids, the Earnest Money will be adjusted in arriving at the amount of the Security Deposit referred in the General Conditions of Contract on the request of the bidder and remaining security deposit, if any, would have to be furnished either in cash or in the form of Bank Guarantee. If BG is furnished for full amount of security deposit, EMD shall be refunded.

- 1.03.2 Request for adjustments/proposals for acceptance of Earnest Money deposits, if any, already lying with the Nigam in connection with some other bids/orders shall not be entertained.
- 1.03.3 No interest shall be payable on such deposits.
- 1.03.4 The Purchase authority reserves the right to forfeit Earnest Money deposit or a part thereof in circumstance, which according to him indicate that the bidder is not earnest in accepting/executing any order placed under the specification.
- 1.03.5 The following categories of bidders are exempted from payment of earnest money :-
- i. Firms registered with the respective Discom under the scheme for registration of firms under relevant class / Contractors on furnishing original or Photostat copy duly attested by an officer of the company regarding registration with the name of the item for which registered. However, vender registered under 'A' class shall be exempted for all items. If the bidder is not registered for the material under bid enquiry, they would not be entitled for exemption from earnest money.
 - ii. Rajasthan / Central Government undertaking / Corporation / Company [Refer clause 1.02.9 (i)].

1.04 DOCUMENTS TO BE ENCLOSED WITH THE BID:

The tender shall be accompanied with the following schedules, documents The tender which is not accompanied by any or all the following mentioned schedules, documents or is accompanied by incomplete annexure/ schedules is liable for rejection:-

- i. **COVER - I:** for details of EMD / Tender processing fee and Cost of Tender document as detailed below.
 - a) Proof of depositing EMD (DD/Banker's Cheque) /vendor Registration certificate with copy of letter indicating validity of B.G / central or state Govt. undertaking certificate for exemption.
 - b) Proof of depositing DD/Banker's Cheque towards e- tender processing fee.
 - c) Proof of depositing cost of tender documents (DD/Banker's Cheque).
- ii. **COVER - II** for Techno- Commercial Bid as detailed below:
 - a) Details of quantity offered/quoted by the bidder w.r.t tendered quantity along with other confirmations in Schedule IVA of specification.
 - b) Guaranteed Technical Particulars of the offered Equipment in Schedule -V of specification .

- c) Departure /deviation from Purchaser's specification in respect of Technical details including GTP & Bill of Material in schedule VI (A) of Specification.
- d) Departure /deviation from Purchaser's specification in respect of Commercial terms & conditions in schedule VI (B) of Specification.
- e) Details of Past supplies in schedule VII of Specification.
- f) Departure from Delivery schedule in Schedule VIII of Specification.
- g) Details of Equipments & technical hand available in Schedule IX of Specification.
- h) Qualifying Requirement :-
 - i) CA certificate towards meeting past supply criteria of QR.
 - ii) Type test certificates towards meeting Type test criteria of QR along with certificate of accreditation of testing Lab as per QR if required.
 - iii) Scanned copy of Bank guarantee in acceptable form in lieu of type tests, if required to be furnished in prescribed format of QR. The above BG shall also be submitted in original to the purchasing authority within 7 days from the date of opening of technical bid.
 - j) Power of Attorney for authorized signatory to sign the tender document digitally.
 - k) Name & Complete address of excise authority under whose jurisdiction their works/office falls.
 - l) copy of latest Balance-Sheet for last 3 years.
 - m) Name & correspondence address of the bidder along with phone /Fax No. & e mail address.
- iii. **COVER - III** for Financial/Price Bid/BOQ.

- 1.05 **TENDER FORMAT, SUBMISSION AND OPENING OF TENDERS:**
- 1.05.1 **Bidder shall submit their bid in electronic format, digitally signed and stamped on each page. Bidder shall procure Digital Signature Certificate (DSC) as per IT act - 2000.**
- 1.05.2 **The electronically received bids will be opened in the office of the Superintending Engineer (MM), AVVNL, Ajmer on stipulated date & time in the presence of such tenderers or their authorized representative, who choose to be present. The system does not permit electronic submission of late tenders after the due date & time.**
- 1.05.3 In case, the date fixed for opening of the tenders be declared as a public holiday, the bid shall be opened on the next date on which office re-opens after such holiday(s).

1.06 VALIDITY OF OFFERS:

1.06.1 Bids shall be valid for a minimum period of 120 days from the next date of opening of techno-commercial bids. Bids mentioning a shorter validity period than specified are likely to be ignored.

1.07 SIGNATURE OF BIDDER:

The tender must contain the name, designation and place of business of the person or persons making the tender and must submit online & signing digitally with his DSC (Digital Signature). Tender by a partnership firm must be furnished with full names of all the partners and should be signed digitally by one of the member of partnership firm or by a authorised representative indicating the designation of the person or persons, with authority letter signed by the Chairman / Secretary other person authorised to bind the Corporation / Company in the matter.

1.08 CAPACITY TO MANUFACTURE AND SUPPLY:

1.08.1 In order to satisfy the Purchaser that the person/firm bidding is technically/financially capable of executing the proposed order for the Materials/Equipment/Plant Covered by the specification, the bidder shall furnish evidence to this effect in the relevant schedule. In the said schedule, the bidder is required to furnish information about the list of orders secured, supplies made, orders in hand/pending to be executed together with manufacturing capacity of the plant and works and testing facilities available. They may also furnish any other information in this regard which according to them qualifies for getting the order.

1.08.2 In case the Purchaser desires to examine and inspect through his representative(s) the said equipment and / or the works of the bidder or his associate, necessary facilities for the same shall be timely arranged by the bidder failing which the offer is liable to be rejected.

1.08.3.0 The bidder shall furnish a copy of latest Balance-Sheet.

1.08.4 In case the bidder have supplied the material in the past to the Nigam or any other electrical utilities, then they will provide the complete details of the supplied item with date along-with the details of purchase order(s) obtained in last year indicating quantities and value thereof as per the prescribed format.

1.09 PRICES:

1.09.1 The prices quoted shall be 'variable' without any ceiling until and unless specifically asked by the purchaser to quote firm prices. The price variation shall be claimed as per price variation formula specified in the section-III of the specification. In case 'IEEMA'/CACMAI changes the applicable formula for price variation for any item and issues guidelines for adopting the same during pendency of

the contract, the new formula and guidelines shall become applicable. The price variation shall be applicable only on Ex – works prices. No variation shall be applicable on freight and insurance charges.

1.09.2 All rates / prices must be quoted for delivery F.O.R. destination anywhere in the jurisdiction of Discoms. The contractor / supplier shall be required to dispatch and deliver the ordered goods / material in the store of the Discom as per directions of the Discoms. Unless otherwise specifically indicated in the schedule of prices, requirement and desired deliveries.

1.09.3 The rates / prices quoted shall include the following:-

- i) Ex-works prices including packing and forwarding charges.
- ii) Excise duty including cess, if any.
- iii) Central Sales Tax / VAT
- iv) Insurance Charges.
- v) Freight Charges including unloading charges at site and levies thereof, if any.
- vi) All local duties and taxes, including entry tax for firms located outside the state.

1.09.4 Further the bidders are required to give the component-wise break of the quoted prices in schedule-IV. **In case of difference between the component-wise total and the indicated total price, then lesser of the two shall be taken into account.**

1.09.5 The bidders quoting 'firm' prices (except in case of bids where prices are required to be quoted on firm price basis) are likely to be ignored. The basic price indices considered for the various components of the price variation formula shall have to be indicated by the bidders in their bids along-with the date so that there may be no difficulty in finalizing the claim on the basis of such price variation formula. The bidders not indicating the basic prices / indices as required are likely to be rejected.

1.09.6 Any bid containing prices not quoted in the manner prescribed under the above sub-clause (1.09.1) to (1.09.4) is liable to be ignored.

1.09.7 No representation for enhancement of rates once accepted will be considered.

1.09.8 In the event of receipt of more than two bids of a bidder in the tender box while opening the bids on scheduled time all such price bids may be opened (if the bidder is found qualified for opening of price bids in case of two parts bidding system) and for evaluation purpose, lower of such bids will be considered.

1.09.9 When there is a difference between the rates in figure and words, lower of the two rates shall be taken as valid and correct.

1.09.10 In case the bidders quote rate of any existing tax / duty higher than the maximum prevailing statutory rate, their bids shall be

evaluated at corrected rate of tax / duty i.e. the maximum prevailing statutory rates and accordingly placement of order shall be considered at rates with correct rate of tax / duty if considered reasonable.

- 1.09.11** In case bidder quotes taxes / duties "not applicable" or "Zero" or "Nil" or "-" or indicates the rates lower than the maximum applicable rate / concessional rate against any prevailing rates duties the bidder shall absorb the taxes / duties upto maximum applicable rate.
- 1.09.12** In case bidder quotes any tax / duty inclusive in the Ex-works price and does not indicate the applicable rate of tax / duty then no variation in tax / duty shall be allowed and all the statutory variations in tax / duty shall be on bidder's account.
- 1.09.13** In case bidder quotes any tax / duty inclusive in the Ex-works price and also indicates the applicable rate of tax / duty lower than minimum applicable rate against any prevailing taxes / duties, the bidder shall absorb the taxes / duties upto maximum applicable rate.
- 1.09.14** In case bidder quotes Nil or Dash (-) in the column of insurance in price bid, it shall be the bidder's responsibility to deliver the material safely at designated store / site and comply with the clause no. 1.32 of G.C.C.
- 1.09.15 Any downward variation in the applicable rates of existing taxes / duties or abolition of existing taxes / duties shall be passed on by the supplier to the Nigam irrespective of the timing of supply while in case of upward variation, the same shall be allowed to the supplier only upto the stipulated delivery time. **Any statutory levy and taxes imposed after submission of bids shall be on the Nigam's account.** However, supplier shall have to furnish supporting document(s) in the form of gazette notification for approval before claiming any upward variation.
- 1.09.16 Evaluation of the price bids will take into account the Unit landed cost of the material / equipment at the final destination. For the purpose of evaluation the unit landed cost will be arrived at by adding all the elements of the Ex-works / basic price / excise duty, taxes and other statutory levies, freight and insurance charges. So unit landed cost will be (i) Ex-works price + (ii) ED(on ex-works price) + (iii) CST/VAT (on Ex-works + ED) + F&I + Entry Tax. No separate packing and forwarding charges will be paid extra.
- 1.09.17 Necessary tabulation of bids shall be prepared indicating all invents of unit landed price of all the bidders in the ascending order and L1, L2, L3.....position of the bids will be ascertained.
- 1.10 APPLICABLE FOR VARIABLE PRICE CONTRACT**
- 1.10.1** The base date for price variation shall be the date as indicated in section - III of the specification irrespective of date of techno-

commercial bid opening. In the event any bidder quoting base date different than that indicated in the specification, such a bid will be evaluated considering the base date as indicated in the specification. In case such a bidder appears at L-I position and the order is placed on the bidder then the base date whichever is beneficial for the Nigam i.e. indicated in the specification /quoted by the bidder will be considered for allowing PV to such bidder.

1.10.2 The date of delivery applicable for claiming price variation shall be the date prevailing on the first day of Calendar month which shall be determined in the manner prescribed hereunder.

- (i) **When the material is offered within stipulated delivery schedule** : For allowing P.V. the date of delivery shall be considered the date on which material is notified as being ready for inspection or date of receipt of inspection call in the office.
- (ii) **When the material is offered after expiry of stipulated delivery schedule** : For allowing P.V. in the cases supplies are made after the expiry of scheduled delivery, the price prevailing in the last month of the stipulated scheduled delivery or the date on which material is notified as being ready for inspection or date of receipt of inspection call in the office, whichever is beneficial to Nigam shall be allowed.
- (iii) **When the material if offered ahead of delivery schedule on the request of Ajmer Vidyut Vitran Nigam Limited** : Normally supplies ahead of delivery schedule shall not be accepted. However in case of urgency of material, if supplies are accepted ahead of delivery schedule, PV shall be allowed on the basis of the material is notified as being ready for inspection or date of receipt of inspection call in the office.
- (iv) **When the material is offered ahead of delivery schedule by firm at their own and accepted by Ajmer Vidyut Vitran Nigam Limited on the request of firm:** Normally the request of the firm to accept the material ahead of delivery schedule will not be accepted. In case firm offers supplies ahead of delivery schedule at their own and such request is accepted by Ajmer Vidyut Vitran Nigam Limited, the price prevailing in the last month of stipulated delivery schedule or the date on which material is notified as being ready for inspection or date of receipt of inspection call in the office, whichever is beneficial to Nigam shall be allowed.

1.11 SALES - TAX

Ajmer Vidyut Vitran Nigam Limited is registered dealer under Rajasthan VAT and Central Sales Tax Act under VAT Reg. No and is entitled to concessional rate of Central Sales Tax / VAT as per rules in force.

1.12 QUANTITIES:

1.12.1 The tendered quantity indicated in the accompanied schedule (s) is only provisional and the purchaser reserves the right of revising the same at the time of placing the order.

1.12.2 The purchaser also reserves the right to split the quantities and to entrust the order for the supplies to two or more suppliers. The bidder shall agree to supply part quantities ordered on them at the rates / prices mentioned in their bid or the counter offer accepted by the bidder.

1.12.3 MINIMUM QUANTITY:

The bidder shall be required to quote minimum quantity as under, failing which the offer may be considered non-responsive:

- a) 2% of tendered quantity in case of poles.
- b) 5% of tendered quantity for distribution transformers of rating 40 KVA & below and
- c) 10% of the tendered quantity in case of all other items.

However, this would be only 25% of aforesaid quantity in respect of Rajasthan based bidders. In case the quoted quantity is higher than the required Minimum quoted quantity & the firm does not qualifies for the quoted quantity as per evaluation criterion, the offer be considered for the quantity for which the bidder qualifies as per evaluation criterion but not less than minimum required quoted quantity.

1.12.4 COUNTER OFFER

Depending upon the quantum of purchase, counter offer may be given maximum to (i) first 30 firms or 50% of responsive firms, whichever is more in case of distribution transformers of rating 40 KVA and below, LT Cables, Conductors and fabricated steel items (II) to all firms in case of poles (III) first 10 firms in case of other items except for items mentioned in item No. I & II above.

In the event of above, before giving next counter offer of higher price to eligible bidders, the initial counter offer shall be given to remaining bidders to explore possibility of accepting lower prices by bidder(s) who otherwise were not entitled for receiving counter offer. If no bidder accepts the offered lowest price even in the extended zone then for differential price, the original process be followed.

1.12.5 NOTES :

- i) Wherever there are more than one bidder quoting the same price at any level, their ascending order would be determined on the basis of drawl of lottery in presence of the bidder who wishes to be present.

- ii) Where the firms are required to be identified by way of draw of lots, such draws would be taken at the level of respective purchase committee except for purchase cases falling within the competence of corporate level purchase committee, such draw shall be made by CE level committee.
- iii) The L-1, L-2..... Status of firms who have matched the counter offered prices may be in accordance with their position as per original ascending order subject to note (i) above.
- iv) Where the bidder by indulgence in carteling quotes unreasonable high price, the Nigam reserves the right to cancel the bids with penal action against the defaulting firms such as severing of business relations with them, or debarring in the next one / two bids as may be considered appropriate by the competent authority.
- v) When it is felt that the L-1bidder/ the one agreeing to supply at the counter offered price cannot supply the total quantity in required time schedule or it is not desirable to depend on a single supplier, the quantities can be distributed to other firms (not necessarily all agreeing to the L-1 rates).

1.13 DELIVERY:

The delivery schedule being the essence of the Contract, the bidder should quote firm deliveries in the schedules appended with this specification. The bidder shall clearly state delivery schedule i.e. the commencement period of supplies and the quantity of each item to be supplied per month.

1.14 DRAWINGS TEST CERTIFICATES & GUARANTEED TECHNICAL PARTICULARS:

1.14.1 Dimensional drawings indicating the general and/or detailed constructional features/cross sectional views/assembling or dismantling/ schematic arrangement / curves and charts/lay out for the material/equipment and its erection and commissioning and use wherever specially required under Sec.III of this specification shall be submitted with bid and shall be kept ready to be submitted in physical form on short notice if required by the purchaser.

1.14.2 Notwithstanding anything contained in sub para (a) above, the bidder may also furnish such drawing which according to them are desirable for the material/equipment offered.

1.14.3 The purchaser may require the drawings as furnished by the bidder to be modified to suit the requirements of the specification. The approval of final drawings shall be necessary and binding and the supplies shall conform to the same.

- 1.14.4** Original / attested Photostat copies of the latest type test certificates as elaborated in Section III of Technical Specification for all the type tests wherever prescribed in the relevant latest editions of ISS shall be furnished along-with the bid. The type test certificates should not be older than 3 years.
- 1.14.5** In case of any specific alternative requirement of type test, the same shall be furnished as per Section III of this specification.
- 1.14.6** The bidder /supplier shall be required to furnish the routine /manufacture (s) factory test certificate (s) for the test carried out during manufacture in accordance with the latest standard specifications.
- 1.14.7** The bids not accompanied by the drawings and type test certificates in terms of sub clause (1.14.1) & (1.14.2) above and guaranteed technical particulars as per Section III are liable to be rejected.
- 1.14.8** The Purchaser may revise or amend the specification and timings prior to the date notified for opening of the tenders. Such revision or amendment, if any will be communicated to all the tenderers through corrigendum(s) on <http://eproc.rajasthan.gov.in> as amendment or addenda to this invitation of the tender.
- The amendment will be notified on web for all prospective tenderers who have received the tender documents and it shall be binding on them. Tenderers are required to immediately download any such amendment. It will be assumed that the information contained therein has been taken into account by the Tenderer in its tender.
- In order to provide prospective Tenderers reasonable time to take the amendment into account, in preparing their tender, the department may, at its discretion, extend the deadline for the submission of tenders, in which case, the department will notify all tenderers on web of the extended deadline, for submission of tenders.
- 1.15** **SAMPLES:**
- Wherever required in Schedule -III of the Specification, the bidder shall furnish the samples of the material/equipment to be supplied. The purchaser will not be responsible to accept any cost involved in furnishing the sample (s). Sample (s) of the unsuccessful bidders will be returned provided the sample(s) is/are not damaged/broken during transit/testing etc. if any. Such samples will be collected back by the unsuccessful bidders from the office/stores of the purchaser within two months of

notice given by the purchaser; otherwise same will be auctioned as a scrap without any financial liability on the purchaser.

1.16 GENERAL:

1.16.1 a) Specification/Tender document may be downloaded by any of the interested tenderer from <http://eproc.rajasthan.gov.in> for the consideration of his tender up to stipulated date & time. However, online tenders will only be considered if the tenderer have deposited requisite fee.

b) The bidder possessing more than one factory at different location shall not submit offers with different rates / same rates for each of his factories against one bid. In such an event, the bidder is liable to be rejected. In case the bidder desires to submit offer for each of his factories, he will have to submit separate bids for each of his factories and independently comply with all the bid conditions including fee, E.M.D. etc.

1.16.2 The supplier shall treat the details of the specification and other bid documents as private and confidential and they shall not be reproduced without the written authorization of the purchaser.

1.16.3 The purchaser does not bind him to accept the lowest or any bid or any part of the bid and shall not assign any reason(s) for the rejection of any bid or a part thereof.

1.16.4 The fact of submission of bid to the purchaser shall be deemed to constitute a contract between the bidder and purchaser whereby such bid shall remain open for acceptance by the purchaser within the validity period and bidder shall not have any option to withdraw their offer or impair/ derogate the same. Where the bidder is notified about acceptance of their bid by the purchaser during the validity period, they shall be bound by the terms and conditions of various contract documents as per specifications of the bid documents in question until formal contract in this regard, has been executed between them and the purchaser.

1.16.5 The Successful bidder shall have to execute contract documents for the proper fulfillment of the same.

1.16.6 Any action on the part of the bidder to revise the rates/prices on their own after the opening of the bid may result in rejection of the bid and also debar them from submission of bids to the Nigam at least for one year or next bid whichever is later.

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NOTE :

1. The bidders are requested to submit their bids prior to last date of submission to avoid Non-submission of their bids up to prescribed date & time due to non-availability / hanging of

- website at last moments or any reason whatsoever. The last date of submission of bids will not be extended on such accounts.
2. Furnishing of Earnest Money/Exemption certificate as per clause No.1.03 of Section-I of this specification & proof for deposit of Earnest Money, e-tender processing fees & cost of tender documents before techno-commercial bid opening is essential otherwise the techno-commercial bid in electronic form (cover II and III) will not be opened.
 3. (i) The bidder will have to deposit prescribed cost of tender specification by DD/Banker's Cheque payable in favor of Sr. Accounts Officer (EA & Cash), AVVNL, Ajmer, payable at Ajmer up to stipulated date & time in the office of the SE (MM), AVVNL, Vidyut Bhawan, Panch Sheel Nagar, Makarwali Road, Ajmer and obtain a receipt thereof and they shall up load the copy of DD/Banker's Cheque along with their online bid.
(ii) The bidder will have to deposit prescribed EMD by DD/Banker's Cheque payable in favor of Sr. A.O (EA & Cash), AVVNL, Ajmer, payable at Ajmer up to stipulated date & time in the office of the SE (MM), AVVNL, Vidyut Bhawan, Panchsheel Nagar, Makarwali Road, Ajmer and obtain a receipt thereof and they shall up load the copy of DD/Banker's Cheque along with their online bid. The firms registered with Discoms under "Vendor's Registration Scheme" under class 'A' as per Clause No. 1.5.3 of Section-II are not required to furnish earnest money deposit. However, they have to upload copy of such valid registration along with copy of letter indicating validity of B.G, with their bid. The tenderers shall ensure that as per the uploaded letter, the B.G submitted against Vendor Registration is valid on the date of tender opening.
(iii) The bidder will have to deposit prescribed Processing Fee by DD/Banker's Cheque in favor of Managing Director, RI SL, payable at Jaipur with the SE (MM), AVVNL, Ajmer up to stipulated date & time in Vidyut Bhawan, Panchsheel Nagar, Makarwali Road, Ajmer and obtain a acknowledgement thereof and they shall up load the copy of DD/Banker's Cheque along with their online bid.
(iv) The bidder will furnish bank guarantee, if required as per qualifying requirement (Schedule X), in the office of the SE (MM), AVVNL, Vidyut Bhawan, Panchsheel Nagar, Makarwali Road, Ajmer.
 4. The Central and State Govt. undertaking/Corporations and companies are exempted from furnishing of earnest money deposit. However, they have to upload copy of

- certificate/documentary evidence in support of their being Govt. undertaking, with their bid.
5. Technical deviations including deviations in GTP, bill of material and commercial deviations, if any, shall invariably be stated in schedule- VI (A) & VI (B) "Departure from the Specification" attached with this specification. Mentioning of such deviations elsewhere will not be considered. The standard printed conditions of sales and other if any attached with the tender will not be considered.
 6. a) The prices quoted shall be variable without any ceiling as per I EEMA price variation formula.
b) In case I EEMA changes the applicable formula for price variation for any item and issue guidelines for adopting the same during pendency of the contract, the new formula and guidelines shall be become applicable for which no confirmation shall be taken from the supplier.
 7. Discoms reserve the right to accept minor deviation(s) in qualifying requirement and techno - commercial conditions on its merits.
 8. The purchaser will respond in writing to any request for clarification on tender documents which it receives not later than 15 days prior to deadline for submission of tender, after which no correspondence shall be entertained.
 9. The bidders should provide complete information at the time of submission of bid. However, if the bidders are asked to furnish some clarification/confirmation/documents, the bidders are required to furnish the same within specified time failing which, the case shall be finalised /decided on the basis of available information. The responsibility of their bid being ignored on account of delay in furnishing of desired information/documents shall be of the bidder.
 10. All tender documents shall essentially be signed digitally and submitted on <http://eproc.rajasthan.gov.in> in time as per checklist provided with the tender document. The checklist along with relevant page nos. shall also be submitted with the tender.
 11. The tender documents can be downloaded from web site <http://eproc.rajasthan.gov.in>. Details of this tender notification can also be seen in NIT exhibited on website www.avvnl.com. Tenders are to be submitted online in electronic format only on website <http://eproc.rajasthan.gov.in>.
 12. The bidders who are interested in bidding can download tender documents from <http://eproc.rajasthan.gov.in> up to the stipulated date & time.

- 13 Bidders who wish to participate in this tender enquiry will have to register on <http://eproc.rajasthan.gov.in> (bidders registered on eproc.rajasthan.gov.in before 30.09.2011 needs to be registered again). To participate in online tenders, Bidders will have to procure Digital Signature Certificate (Type - II or Type - III) as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency or they may contact e-Procurement Cell, Department of IT & C, Government of Rajasthan for further assistance. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

Contact No. 0141 – 4022688 (Help desk 10.00 AM to 6.00 PM on all working days)

e-mail: eproc@rajasthan.gov.in

Address: e-Procurement Cell, RI SL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur

14. Bidder shall submit their offer online in electronic formats both for technical and financial proposals. However, DD/Banker's Cheque against the cost of specification and EMD and processing fees in the office of SE (MM), AVVNL, Ajmer should be submitted physically at Vidyut Bhawan, Panchsheel Nagar, Makarwali Road, Ajmer, up to stipulated date & time. The tenderers shall upload scanned copies of DD/Banker's Cheque / receipts / acknowledgement of above fee documents along with their online bid.
15. Bidders are also advised to refer "Bidders Manual" available under "Downloads" section for further details about the e-tendering process.
16. All the required information shall be furnished strictly in prescribed Schedules/Formats only. Any information indicated other than the prescribed schedules/formats shall not be entertained. The bid shall be evaluated on the basis of information furnished in the prescribed Schedules/Formats.

17 **CHECK LIST**

List of required Schedules/documents to be submitted online duly signed digitally by Authorized Signatory.

S. N.	Particulars as per specification	Description of required document	Details of documents to be uploaded by bidder along with relevant page Nos.

1) <u>Envelope-I</u> : Details of fee / certificates for EMD, Tender processing fee and Cost of Tender documents (.pdf)			
1	Details of EMD/ Registration certificate	Proof of depositing EMD (DD/Banker's Cheque) /vendor Registration certificate/ central or state Govt. undertaking certificate for exemption.	
2	Tender processing fee	Proof of depositing DD/Banker's Cheque towards e-tender processing fee.	
3	Cost of Tender Document	Proof of depositing cost of tender documents (DD/Banker's Cheque).	
2) <u>Envelope-II</u> : Techno- Commercial Bid (.pdf)			
1	Quantity offered/ Quoted (Schedule-IV A)	a) Details of quantity offered/ quoted by the bidder w.r.t tendered quantity along with other confirmations in Schedule IVA of specification.	
2	Technical Particulars (Schedule V- GTP)	Guaranteed Technical Particulars of the offered Equipment in Schedule-V of specification.	
3	Technical Deviation (Schedule VI A)	Departure /deviation from Purchaser's specification in respect of Technical details including GTP & Bill of Material in schedule VIA of Specification.	
4	Commercial Deviation (Schedule VI B)	Departure /deviation from Purchaser's specification in respect of Commercial terms & conditions in schedule VIB of Specification	
5	List of Past Supplies (Schedule VII)	Details of Past supplies in schedule VII of Specification	
6	Delivery Schedule (Schedule VIII)	Departure from Delivery schedule in Schedule VIII of Specification	

7	List of Equipments & technical hand available (Schedule I X)	Details of Equipments & technical hand available in Schedule I X of Specification	
8	Qualifying Requirement (Schedule-X) :-	Detailed as under:-	
i)	Past supply Criteria	CA certificate to meet out Past supply criteria of QR	
ii)	Type test criteria	Type test certificates to meet out Type test criteria of QR along with certificate of accreditation of testing Lab as per QR if required.	
iii)	BGs if Required as per Qualifying requirement	Scanned copy of Bank guarantee in acceptable form in lieu of type tests, if required to be furnished in Annex I I A of QR Such BG shall also be submitted in original to the purchasing authority up to the date & time of opening of technical bid.	
9	Authorization of Digital Signature	Power of Attorney for authorized signatory to sign the tender document digitally.	
10	Details of excise authority	Name & Complete address of excise authority under whose jurisdiction their works/office falls	
11	Balance-Sheet	copy of latest Balance-Sheet.	
12	Bidder's contact details	Name & correspondence address of the bidder along with phone /Fax No. & e mail address	
3) Envelope-III: a) Financial/Price Bid/BOQ (.xls) b) Details of Taxes/duties & other charges (.pdf)			
1)	Tender form/ Price bid/BOQ (Schedule IV)	Details of Price quoted of the material offered in Schedule IV of the specification.	
2)	Details of taxes/duties	Details of Taxes/duties & other charges	

Note:

1. Please indicate Page no. of related document/proof submitted to evaluate the bid.
2. All documents should be submitted online **in PDF Format only**.
3. All the required information shall be furnished strictly in prescribed Schedules/Formats only. Any information other than the prescribed schedules/formats shall not be entertained. The bid shall be evaluated on the basis of information furnished in the prescribed Schedules/Formats.
4. Each documents to be uploaded on or before due date shall be digitally signed and stamped on each page by the authorized person of company.
5. The purchaser may advise any bidder to furnish the documents in original or copy duly attested by Notary as the case may be for verification, in physical form on short notice of three days.

