

**Notice Inviting Tender
(NIT)**

निवदा सूचना सं TENDER NOTICE NO: I-I/TN/ET-TPT/22003/22-23
दिनांकित DATED 18-08-2022

Online tenders are invited in TWO PART (INR quote only) against the Tender Notice No. **I-I/TN/ET-TPT/22003/22-23 dated 18-08-2022** through e-tendering portal (<https://eprocure.gov.in/eprocure/app>) only. The Essential Eligibility Criteria and Instructions to Bidders (Part-A(I)), Scope of Work and Technical Specifications (Part-A(II)) and Terms and Conditions (Part-A(III)) which will govern the contract/order pursuant to the tender are attached. Prices shall be submitted strictly in the Price Bid format (Part-B) attached with the tender (excel template) only.

Bidders interested & who consider themselves as eligible to bid are requested to go through the contents of the NIT and ensure that the bid is submitted online on or before the due date and time indicated in Tender Notice and in line with the tender requirements.

Off line bids including hard copy in any form will not be accepted.

Sr. Officer (Purchase & Stores)
ITER-India, IPR

Encl: as above.

निविदा सूचना सं TENDER NOTICE NO: I-I/TN/ET-TPT/22003/22-23
दिनांकित DATED 18-08-2022

(GEM Availability Report ID No. & Date: GEM/GARPTS/12082022/DGZOVQO5JY1V dated 12/08/2022)

निम्नलिखित के लिए प्रतिष्ठित और योग्य पार्टियों से ई-निविदा विधि के माध्यम से दो भागों में ऑनलाइन निविदाएं आमंत्रित की जाती हैं। **Online tenders are invited in TWO PART through e-tendering mode from reputed and eligible parties for the following:**

काम / मद का विवरण Work / Item Description	Soft X-ray calibration source
निविदा शुल्क Tender Fee ₹	Not Applicable
बयाना राशि Earnest Money Deposit	INR 72,000/- (Rupees Seventy Two Thousand only) Refer section 2.8 of Part-A(I)
प्रकाशन की तारीख Publishing Date	18-08-2022
दस्तावेज डाउनलोड / बिक्री शुरू होने की तारीख Document Download / Sale Start Date	18-08-2022
स्पष्टीकरण मांगने की शुरुआत तारीख Seek Clarification Start Date	23-08-2022 at 10:00 AM
स्पष्टीकरण मांगने की अंतिम तारीख Seek Clarification End Date	31-08-2022 by 05:00 pM
खरीदार द्वारा स्पष्टीकरण का जवाब देने की तारीख Response to Clarification by Purchaser date	07-09-2022 by 05:00 PM
निविदा जमा करने की शुरुआत तारीख Bid submission start date	12-09-2022 at 10:00 AM
निविदा जमा करने की अंतिम तारीख Bid submission closing date	22-09-2022 at 01:00 PM
भाग-A को ऑनलाइन खोलने की तारीख और समय (तकनीकी बोली) Time and date of online opening of Part-A (Technical Bid)	23-09-2022 at 02:30 PM
भाग-B के ऑनलाइन खोलने तारीख और समय (मूल्य बोली) Time and date of online opening of Part-B (Price Bid)	Will be notified to technically qualified bidders later on

Detailed tender notice along with Essential Eligibility Criteria and Tender Document is available on website <https://eprocure.gov.in/eprocure/app> and on Institute's website <https://www.iterindia.in/tenders> for free view and downloading. For participating in the e-tendering process, it is mandatory to get registered on the e-tender portal (<https://eprocure.gov.in/eprocure/app>) and required to have Digital Signature Certificate (Class -III). For new registration/ tendering, bidders may go through the "Instructions for Online Bid Submission" provided as under.

For further information, if required, please contact: 079 23269656 / 9529.

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD (if applicable) as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they shall necessarily submit their financial bids in the .xls format provided only and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 7) Upon successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 8) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
