



# Tamil Nadu Newsprint and Papers Limited

(A Government of Tamil Nadu Enterprise)

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MM/SP/TENDER: 232413007848

13.03.2024

Dear Sir,

**Sub:** Tender for procurement of **MS Plate Thick 6 MM (IS 2062)** on **F.O.R Kagithapuram basis – reg**

**Ref:** Tender No. 232413007848

We, Tamil Nadu Newsprint and Papers Limited (TNPL) would like to procure **Chequered Plate and Sheet Carbon Steel** on **F.O.R Kagithapuram basis** against the above referred tender. In this connection, please find enclosed the following:

1	E-tendering Terms and conditions	Annexure – I
2	Pre-Qualifying Criteria for tender	Annexure - II
3	General Terms and Conditions, Terms and Conditions for E-Reverse Auction Procedure & Process Compliance Statement	Annexure – III
4	Technical cum Commercial Bid <b>(To be attached in E-portal only)</b>	Annexure – IV
5	Price Bid (BOQ) <b>(To be attached in E-portal only)</b>	Annexure – V

**The tender will be processed online through e-tender cum e-reverse auction System.** Bidders shall submit their response through bid submission to the tender on E-procurement platform at <https://tntenders.gov.in/nicgep/app> only as **no other forms of submission of offers or hard copy is accepted**. Bidders are requested to quote their most competitive price through the online e-procurement portal/system.

### **New Tenderer Registration:**

New bidders can register themselves in e-Procurement System <https://tntenders.gov.in/nicgep/app> by **clicking the link**. The required details for registration are to be filled up by the bidder. Upon registration, the bidder can login to the above e-procurement portal for submission of bid. [For more details, please check Annexure - I.](#)

Bidder manuals can be downloaded from

<https://tntenders.gov.in/nicgep/app?page=BiddersManualKit&service=page>

Bidders are requested to go through the General terms and conditions of the Tender, Terms and Conditions for Reverse Auction (e-auction) and Process Compliance Statement carefully and attach one copy of the same duly signed in all pages as a token of acceptance along with the Technical cum Commercial Bid in e-procurement portal.

**Tenderers must submit their Technical and Price bids (BOQ) in E-procurement portal on or before 23.03.2024 before 3.00 PM.** Technical Bid will be opened in e-procurement portal on 25.03.2024 at 4 PM.

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Initially, the **Technical cum Commercial Bid** will be scrutinized and those who qualify in the **Technical cum Commercial Bid**, satisfying all the tender conditions, will only be considered for PRICE BID Stage.

**Please note that the points asked for in Annexure-II are the qualifying factors of the Tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not be qualified in the Tender for price bid stage.**

The tenderers, on their own interest, should ensure that all the documents required are furnished. Tenders received without the relevant documents would summarily be rejected.

**TENDER FINALISATION METHOD:**

The tenderers are advised to note that at the Reverse Auction / Price Bid, rate should be quote on F.O.R Kagithapuram basis. However,

**Bidders on their own interest should ensure that all the documents required are furnished and tenders received without the relevant documents would summarily be rejected.**

**TENDER OPENING AND TECHNICAL BID EVALUATION**

- a. Technical Bid opening will be done online and technical evaluation will be carried out after the due date of submission of online Bid.
- b. TNPL will examine the Technical Bids against the Qualifying criteria and Technical cum Commercial bid given in the Tender document.**
- c. Evaluation will be done based on the documents submitted by the Bidder. The Bids which are Technically not meeting Qualifying criteria will be rejected and further processing will not be carried out.**
- d. Decision of TNPL is final and no dispute can be raised by any Bidder for rejection of their Bids and no claims on this account will be entertained.
- e. The Bidders whose Bids meet the Qualifying Criteria and Technical specifications of the tender will be called as “Technically Qualified Bidders”.
- f. In case if the Bidder fails to comply with the requirements of TNPL, such Bids will be rejected without entertaining further correspondence in this regard.**

**The technical offers excepting price Bid (BOQ) will be opened by TNPL tender opening committee at Purchase section, Kagithapuram through <https://tntenders.gov.in/nicgep/app>.**

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Please note that the points asked for in Annexure-II are the Pre -Qualifying factors of the Tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not be qualified in the Tender for Price bid opening and E-reverse auction stage.

**OPENING OF THE PRICE BIDS:**

The date and time of opening of Price Bids will be later notified through registered e-mail to the Bidders who fulfill the tender terms and condition.

**Note: At the price bid stage, TNPL would adopt the following methodology to finalize the tender.**

- a) Price Bid (BOQ) is to be filled in the given format & upload.
- b) In the e-tender, the price bids received from the technically qualified bidders will be opened electronically.
- c) The opening price for the e-auction will be either the lowest price obtained in the price bid or opening price fixed by TNPL. The opening price, minimum bid decrement, date and time of **e-auction** will be communicated to the qualified parties through your registered Mobile number and E-mail ID in NIC portal.
- (e) The lowest offer received either through e-portal price bid (BOQ) or through e-auction whichever is lower, will only be considered for placement of order.

Further, if the bidders offer is not qualified as per the pre- qualifying factors mentioned in the tender, their price bid (BOQ) will not be opened.

**Note : All the clarification in the document and specification at once shall be requested by E-mail to [purchase.civil@tnpl.co.in](mailto:purchase.civil@tnpl.co.in)**

Thanking you,

Yours faithfully,  
For TAMIL NADU NEWSPRINT AND PAPERS LIMITED,

**A G M (PURCHASE)**

Encl: as above

**TENDER NO: 232413007848****ANNEXURE – I****E-TENDERING TERMS AND CONDITIONS****INSTRUCTION TO BIDDERS FOR SUBMISSION OF ONLINE BIDS IN E-TENDER**

Techno-commercial bids and price bids should be submitted through the following link <https://tntenders.gov.in/nicgep/app>

The tender will be processed online through e-tender and e-reverse auction. The bidder shall submit his response through bid submission to the tender in the online procurement platform at NIC's website <https://tntenders.gov.in/nicgep/app>. **No other forms of bid submission are accepted. Bidders are requested to quote their price through the online e-procurement portal/system only.**

The procedures to be followed are detailed below:

- a) Techno-Commercial Bids are to be filled in the given formats attached. The required and mandatory formats are available in the Tender Document in the e-portal.
  - b) Price Bids (BOQ) are to be filled in the e-portal in the relevant web pages enabled for the bidders. Price bids will be opened before E- reverse auction.**
- **Bidders are requested to read the instructions and terms & conditions carefully before submitting their online tenders.**
  - The Bidders are required to submit **soft copies** of their Bids electronically on the **TAMILNADU GOVERNMENT E PROCUREMENT Portal**, using **valid Digital Signature Certificates**. Necessary instructions are given to assist the Bidders in registering on the TAMILNADU GOVERNMENT E PROCUREMENT Portal, prepare their Bids in accordance with the requirements and submitting their Bids online on the TAMILNADU GOVERNMENT E PROCUREMENT Portal.
  - More useful information for submitting online Bids on the **TAMILNADU GOVERNMENT E PROCUREMENT Portal** may be obtained at: (<https://tntenders.gov.in/nicgep/app>)

The bidding under this contract is electronic bid submission through website <https://tntenders.gov.in/nicgep/app> only. Detailed guidelines for viewing bids and submission of online bids are given on the website. The bidder's can logon to this website and view the invitation for Bids and can view the details of Materials /works for which bids are invited.

**1.0 REGISTRATION:**

- a) **The bidders need to submit bids online. However, the bidders are required to have enrolment/registration in the website by clicking on the link "Online bidder enrolment" which is free of charge.**
- b) As a part of the enrolment process, the bidders are required to choose a unique user name and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile number as part of the registration process. These details would be used for any communication from the e- Portal.
- d) Bidders are advised Upon enrolment, the bidders are required to register their valid Digital Signature Certificate (DSC) (Class 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.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders should ensure that they do not lend their DSC to others which may lead to misuse.
- f) Bidder then can login to the site through the secured login by entering their user ID/ password and the password of the DSC / e-Token.

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**2.0 CONTACT DETAILS:**

[For queries related to registration and online bidding \(NIC\):](#)

1. From NIC:

E-mail : [support.etender@nic.in](mailto:support.etender@nic.in)

Contact No.: 044 – 24461505

2. From TNPL:

E-mail Id: [eps.support@tnpl.co.in](mailto:eps.support@tnpl.co.in)

Mobile No:94894 00798

**3.0 SYSTEM REQUIREMENT:**

- i. Operating System: Windows 7 or above, RAM – 1GB and above
- ii. Internet connectivity with at least 2 Mbps speed
- iii. Internet browser: IE 9 and above (or) Mozilla Firefox 3.5 up to version 49
- iv. Signing type: Digital Signature (class III)
- v. JRE 8.0 software to be downloaded and installed in the system.

**To enable ALL active X controls and disable 'use pop up blocker' under Tools→Internet Options→ custom level (Please run IE settings once)**

**4.0 SEARCHING FOR TENDER DOCUMENT:**

- a) There are various search options built in the Website, to facilitate bidders to search active tenders by several parameters. **These parameters could include Tender ID, organization name, location, date, value, etc.**
- b) 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 Tamil Nadu Govt. e-Procurement Portal, to intimate the **bidders through SMS / e-mail** in case there is any **corrigendum** issued to the tender document.
- c) 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.

**5.0 PREPARATION OF BIDS:**

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Bidders are requested to go through the NIT 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.
- c) Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document and generally, they can be in **PDF / XLS / RAR / DWF / JPG formats**. Bid documents may be scanned with 100 dpi, which helps in reducing size of the scanned document. Since the uploaded documents shall be downloaded for evaluation of bid, bidders are advised to **upload clear scanned copies**.
- d) The completed bid comprising scanned copy of the proof for the payment of Tender fee, EMD and necessary technical and commercial documents should be uploaded on the website along with signed and scanned copies of requisite certificates are mentioned in the different sections in the tender document.

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**6.0 PROCEDURE FOR ELECTRONIC SUBMISSION OF BIDS:**

The bidder shall submit online the requirements under qualification criteria and Technical Documents required and Price Schedule/BOQ. All the documents are required to be signed digitally by the bidder. After electronic online bid submission, the system generates a unique bid reference number which is time stamped. This shall be treated as acknowledgement of bid submission.

- a) Bidder should log- in to 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.
- b) The Bidder has to digitally sign and upload the required Bid documents one by one as indicated in the Bid document.
- c) **Bidder has to select the payment option as “offline” to pay the tender fee and EMD as applicable and enter details of the instrument.**
- d) **Bidders are requested to note that they should necessarily submit their price Bids in the format provided 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 the Bidder. Bidders are required to download the BOQ file, open it and complete the Blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder etc). 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.**
- e) The server time (which is displayed on the Bidders' dash board) will be considered as the standard time for referencing the deadlines for submission of the Bids by the Bidders, opening of Bids etc. The Bidders should follow this time during Bid submission.
- f) All the documents being submitted by the Bidders would be encrypted 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 openers public keys.
- g) The uploaded Bid documents become readable only after the tender opening by the authorized Bid openers
- h) Upon the successful and timely submission of Bid (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.
- i) **The Bid summary has to be printed and kept as an acknowledgement of the submission of the Bid.**
- j) In all cases, Bidders should use their own ID and Password along with Digital Signature certificate at the time of submission of their Bid.

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- k) During the entire e-tender process, the Bidders will remain completely anonymous to one another and also to everybody else.
- l) The e-tender floor shall remain open from the pre-announced date & time till the specified due date & time.
- m) The electronic Bid submitted during the e-tender process shall be legally binding on the Bidder. Any Bid will be considered as valid only if it is submitted in the prescribed format given in the Bid document.
- n) It is mandatory that all the Bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- o) TNPL reserves the right to cancel or reject or accept or withdraw or extend the due date for submission of Bid as the case may be without assigning any reason thereof.
- p) The NIC server time shall be treated as final and binding. Bids recorded in the server before the Bid closing time will only be treated as valid Bid. Bidders are, therefore, advised to submit their Bids well before the closing time of e-tender. If any Bid reaches the server after the Bid closing time as per server time, the same will not be recorded and no complaint in this regard shall be entertained. TNPL is not responsible for any sort of delay or the difficulties faced during the submission of Bids online by the Bidders due to local issues.
- q) Bidders are advised to exercise caution in submitting their Bids in e-tender and e-Reverse Auction, as the case may be, to avoid any mistake. Bids once submitted can't be recalled.
- r) Any order resulting from this Bidding process shall be governed by the terms and conditions mentioned in the Bid Documents.
- s) No deviation to the technical and commercial terms & conditions are acceptable.
- t) **Bidders are required to sign in each page of the Bid specification.**
- u) TNPL may, at its discretion, extend the deadline for the submission of bids by amending the bidding document, in which case all rights and obligations of TNPL and bidders subject to the previous deadline shall thereafter be subject to the deadline extended.

**7.0 LATE BID:**

**The Electronic bidding system would not allow any late submission of bids after due date and time, as per server time.**

**8.0 MODIFICATION AND WITHDRAWAL OF BIDS:**

- a) Bidders may modify their bids online before the deadline for submission of bids.
- b) In case a bidder intends to modify his bid online before the deadline, the bidder need not make any additional payment towards the cost of bid processing. For bid modification and consequential re-submission, the bidder is not required to withdraw his bid submitted earlier. Modification and consequential re-submission of bids is allowed any number of times. **The last modified bid submitted by the bidder within the bid submission time shall be considered as the bid.** For this purpose, modification/withdrawal by other means will not be accepted. The bidder may withdraw his bid by uploading his request before the deadline for submission of bids, however, if the bid is withdrawn, the re-submission of the bid is not allowed.
- c) No bid may be modified after the deadline for submission of Bids.



**[ 5 ]****TENDER NO: 232413007848****9.0 ASSISTANCE TO BIDDERS:**

- a) 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 /email ID indicated in the Notice inviting tender.
- b) Any queries relating to the process of online bid submission or queries in general may be directed to the 24x7 Central Public Procurement Portal Helpdesk.

It may be noted by the bidders that NIC is only a service provider for conducting the online bidding process against this tender and shall not be a party to any contract between TNPL and the successful bidder(s) subsequent to the bidding process.

**10.0 SUBMISSION OF HARD COPIES OF DOCUMENTS, IF REQUIRED**

The Bidders need to submit all the documents through online submission. However, the required documents should be submitted in Hard copies after online submission, if demanded from TNPL.

**11.0 E – TENDER AND E- REVERSE AUCTION**

- a) In e-tender, price Bids received from Technically Qualified Bidders only will be opened, electronically. The opening price for the e – auction will be either the lowest price obtained in the price bid or the opening price fixed by TNPL. Technically Qualified Bidders only will be allowed to participate in the E- Reverse auction process.
- b) After opening of the Price Bid, the Bidders who shall become eligible to participate in the **E-Reverse Auction as per the conditions stated in this Document, known as the Qualified Bidders**, will be intimated about their qualification through notification on the <https://tntenders.gov.in/nicgep/app> website within their secured login as well as a system generated email. It shall be the sole responsibility of the Bidder to regularly check the <https://tntenders.gov.in/nicgep/app> website and log in to see whether they have qualified or not. TNPL will not be responsible for non-receipt of email by the Bidder and its consequences.
- c) E-Bidding is the process of inviting final price offers from the Qualified Bidders through internet for the purpose of determination of the lowest Bidder (i.e the Bidder who submits the lowest price Bid in the Reverse Auction).
- d) The Qualified Bidder will remain anonymous to other Qualified Bidders participating in the electronic Bidding process. The Qualified Bidder will be able to see the prevailing lowest price Bid, but the name of the current L1 Bidder at any point of time will not be displayed. The Qualified Bidder shall have to put his price Bid below the displayed current L1 Bid by decrement as specified in above point, to become the L1 Bidder. The lowest price obtained after completion of the Reverse Auction Process, shall be the Closing Price and the bidder quoting the same will be considered as the L1 bidder.
- e) **The electronic Bidding process for E-reverse auction** will have a scheduled start and close time which will be displayed on screen. A Qualified Bidder will be able to put his price Bid after the start of Bid time and till the close time of electronic Bidding. The current server time (IST) will also be displayed on the screen. In the event a Bid is received during the last 10 (ten) minutes before the scheduled close time of electronic Bidding the close time of electronic Bidding will be automatically extended by 10 (ten) minutes from the last received Bid time to give equal opportunity to all other Qualified Bidders. This process of auto extension will continue till there is a period of 10 (ten) minutes during which no price Bids are received.



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- f) During the tender process for electronic Bidding the Bidder shall be required to sign their Bids with their respective digital signature certificate (DSC) which has been used to login. Any digital signature certificate other than the above shall not be acceptable for Bid submission by the system.
- g) Bidders in their own interest are advised to get themselves acquainted with the electronic Reverse Auction process of (<https://tntenders.gov.in/nicgep/app>) by getting their Authorized Representative trained through demo electronic – Reverse Auction schedule at the link <https://demoetenders.tn.nic.in/nicgep/app>.

**12.0 ABOUT DIGITAL SIGNATURE CERTIFICATE:**

- a) A Bidder shall be required to possess a valid Digital Signature Certificate (DSC) of signing type to be able to submit its Bid and to participate in the electronic Reverse Auction on <https://tntenders.gov.in/nicgep/app> website. For this purpose, Bidders shall be required to authorize its Authorized Signatory to procure a Class III DSC of signing type from any Certifying Authority or their authorized agencies in India.
- b) The Bidder may note that only one user id will be mapped with a given DSC for the Authorized Representative. DSC once mapped with a particular user id of a Bidder will normally not be changed and therefore Bidders are advised to carefully select the DSC before forwarding the same to NIC for mapping.
- c) The Digital Signature Certificate will be used to digitally sign the Bids that the Bidder will submit online.
- d) It will be the sole responsibility of the Bidder and its respective Authorized Representative to maintain the secrecy of the password for the Digital Signature Certificate. The Bidder and its contact person shall be solely responsible for any misuse of the DSC and no complain / representation in this regard shall be entertained at any stage by TNPL

**13.0 TERMS AND CONDITIONS FOR E-REVERSE AUCTION:**

- ✓ After completion of the online E-Reverse Auction, the lowest price shall be available for further processing.
- ✓ If no Bid or single Bid is received in the Bidding system/website within the specified time duration of the online E-Reverse Auction then TNPL may scrap the online Reverse Auction process and may proceed with the lowest Price Bid received through e-tendering for further processing.
- ✓ Only those Bidders whose offers are found to be technically and commercially Responsive, shall be eligible to participate in E-Reverse Auction process.
- ✓ Online Reverse Auction shall be conducted by TNPL on a pre-specified date and time, while the Bidders shall be quoting from their own offices/place of their choice. Internet connectivity shall have to be ensured by Bidders themselves.
- ✓ During the Reverse Auction, time extension of additional 15 minutes may be given by TNPL at its sole discretion, if no Bid is received by TNPL till that time.

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- ✓ To ward-off contingent situation, Bidders are requested to make all the necessary arrangements/alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the Reverse Auction successfully. Failure of power or loss of connectivity at the premises of Bidders during the Reverse Auction cannot be the cause for not participating in the Reverse Auction. TNPL shall not be responsible for such eventualities.
- ✓ Bidders are advised to get fully trained and clear all their doubts such as refreshing of Screen, tender value being Bid, Bidding rules etc.
- ✓ Upon receipt of the system report after completion of the Online Reverse Auction Closing Price will be considered for further processing. TNPL's decision on award of contract shall be final and binding on all the Bidders.
- ✓ TNPL reserves the right to cancel/reschedule/extend the Reverse Auction process/tender at any time, before ordering, without assigning any reason.
- ✓ TNPL shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause. In such cases, the decision of TNPL shall be binding on the Bidders.
- ✓ Other terms and conditions shall be as per TNPL's Bidding documents and other correspondences, if any, till date.
- ✓ Bidders are required to submit their acceptance to the stipulated terms and conditions before participating in the Reverse Auction
- ✓ For the Reverse Auction technically and commercially acceptable Bidders only shall be eligible to participate.
- ✓ Bidders shall ensure online submission of their 'Bid Price' within the Bidding Period.
- ✓ Rules for Reverse Auction like event date, time, Bid decrement, extension etc. shall be as per the business rules, enumerated above, for compliance.
- ✓ If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other Bidders, action as per extant TNPL guidelines, shall be initiated by TNPL.
- ✓ The Bidder shall not divulge either his Bids or any other exclusive details of TNPL to any other Bidder.
- ✓ Period of validity of Prices received through Reverse Auction shall be same as that of the period of validity of Bids offered.
- ✓ Bidders may note that, although extension time is 10 minutes, there is a time lag between the actual placing the Bid on the local computer of the Bidder and the refreshing of the data on to the server for the visibility to the TNPL. Considering the processing time for data exchange and the possible network congestion, Bidders must avoid the last minute hosting of the Price Bid.
- ✓ Participating Bidder will agree to non-disclosure of trade information regarding the purchase, identity of TNPL, Bid process, Bid technology, Bid documentation and Bid details.
- ✓ It is brought to the attention of the Bidders that the Bid event will lead to the closing price only.
- ✓ Technical and other non-commercial queries (not impacting price) can only be routed to the TNPL contact personnel indicated in the Bidding documents.

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- ✓ Order finalization and post order activities would be transacted directly between Successful Bidder and TNPL.
  - ✓ Order shall be placed outside the e-portal & further processing of the order shall also be outside the system.
  - ✓ In case of any problem faced by the Bidder during Reverse Auction and for all Bidding process related queries, Bidders are advised to contact the persons indicated in the Bid document.
  - ✓ TNPL will not be responsible for any PC configuration/Java related issues, software/hardware related issues, telephone line glitches and breakdown/slow speed in internet connection of PC at Bidder's end.
  - ✓ Bidders may note that it may not be possible to extend any help, during Reverse Auction, over phone or in person in relation to rectification of PC/Internet/Java related issues and Bidder may lose the chance of participation in the Bidding.
  - ✓ For access to the Bidding site, the following URL is to be used:  
<https://tntenders.gov.in/nicgep/app>.
- For user guidance please follow the manual which is there in the website.
- ✓ No queries shall be entertained while e-Reverse Auction is in progress.
  - ✓ In case user ID is locked, you are requested to call helpdesk at  
<https://tntenders.gov.in/nicgep/app>)

14.0 The tenderers are requested to go through the General terms and Conditions of the Tender, Terms and Conditions for e-reverse Auction and Process Compliance Statement carefully and attach the signed Process Compliance Statement along with the Techno-Commercial Bid in NIC's e-procurement portal <https://tntenders.gov.in/nicgep/app>. All bids shall be prepared and submitted in accordance with the given instructions. The tenderer shall examine all instructions, forms, terms and conditions detailed in the specification and Annexure and submit the rates and other particulars called for in this specification, as per the instructions and formats enclosed herewith.

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**ANNEXURE – II**

**PRE-QUALIFYING CRITERIA**

Please note that the following are the qualifying factors of the Tender.

Tenderers should upload necessary documents in **PDF format (wherever required)**. **Bidders who do not comply with the conditions with documentary proof (wherever required) will not be qualified in the Tender for Price Bid stage.**

1. Tenderer should either be a **Manufacturer** (copy of registration certificate, PAN and GST certificate should be uploaded) or an **authorized dealer** of any of the below manufacturing Mills:

- ✓ M/s.Rashtriya Ispat Nigam Limited., Chennai (RINL)
- ✓ M/s.Steel Authority of India Limited., Chennai (SAIL)
- ✓ M/s.Jindal Steel and Power Limited., Chennai (JINDAL)
- ✓ M/s.Tata Iron and Steel Company Limited., Chennai (TATA TISCON)

In case of Dealer, copy of **authorisation certificate/letter** from the **Manufacturer**, Copy of PAN and GST certificate is to be uploaded along with technical bid without fail.

2. Tenderer should supply the material strictly as per **the above Make and Size** mentioned in BOQ (Price Bid).
3. Uploading of tender within due date and time.

**Note:**

**Tenderers, who do not comply with the above conditions, will not be qualified in the tender for Price – bid/E-Reverse Auction stage.**

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**TENDER No: 232413007848****ANNEXURE – III****GENERAL TERMS AND CONDITIONS**

1. **QUANTITY:** MS PLATE THICK 6MM (IS 2062) – 7MT
2. **QUALITY:**  
Quality is the essence of this tender. The supplier shall supply the material strictly as per the Make and size mentioned above. The material supplied will be inspected at our factory. Quantity as ascertained on receipt of material at our Site will be treated as quantity supplied wherever the package/material are received intact. As regards quality, User report will be final and our decision on acceptance or rejection will be final and binding on you.
3. **RATE:**  
Bidder should quote their [rate on F.O.R TNPL Kagithapuram basis](#) only in BOQ (Price Bid) attached in NIC portal and upload the same in .XLS format. **Purchase order will be awarded based on lowest offer basis (Net of GST). P&F and Freight charges if any to be included in Basic Unit price itself.**
4. **VALIDITY:**  
The rate quoted should be valid for a minimum period of **30 days from the date of E-Reverse Auction held / opening of Price bid**. During the validity period, bidder is not permitted to make any upward revision in the rate during the validity period of the Rate contract except in case of increase in statutory levies.
5. **TRANSPORTATION:** It is the responsibility of the supplier to arrange transportation and supply the material on **F.O.R. Destination basis**. TNPL requires the material on **F.O.R. Kagithapuram basis only (i.e. Freight paid Basis)**.
6. **TERMS OF PAYMENT:**
  - 100% payment will be made within 30 days from the date of receipt of material subject to acceptance by RTGS.
  - All the payment will be made only through RTGS mode. Supplier should provide RTGS details in their letter head with duly endorsed by the banker with cancelled cheque. If payment is being received already in RTGS mode, need not furnish the same again.
7. **TAXES:** Goods and Service Taxes (GST) if applicable should be mentioned clearly and separately with the percentage of taxes applicable in BOQ. GST invoice should be sent along with each supply for the purpose of availing input tax credit (GST). Copy of GST invoice should be sent in a separate cover addressed to **Chief. Manager (Stores)** as may be specified in the purchase order. Without copy of GST invoice, material will not be unloaded.  
  
**GST will be paid to the vendors only, if the input tax invoices/debit notes reported in GSTR-1 and corresponding GSTR-3B is filed.**
8. **DELIVERY:**  
In the event of an order, you shall be in a position to despatch material immediately.
9. **DELAY OR NON DELIVERY:** Time is the essence of the contract and completion of delivery dates agreed to are binding on the seller. In the event the seller is not able to supply as per the delivery schedules given by TNPL, Purchaser will have a right to cancel the order without prejudice to any other rights and action will be taken on you as per purchase order terms.



**TENDER No: 232413007848**

10. **PRICE BID (BOQ):** Bidders are requested to note that they should necessarily submit their price Bids in the format provided 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 the Bidder.** Bidders are required to download the BOQ file, open it and complete the Blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder etc). 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.**

11. **REJECTION:** TNPL requires material as per PQ criteria mentioned. Material not meeting TNPL PQ criteria will be rejected outright and the rejected material will be send back to you at your risk and cost without any financial commitment to TNPL.

In case of rejection and failure to replace goods, the order will be treated as incomplete and we may cancel the order and action will be taken on you.

12. **CANCELLATION:** In the event of unsatisfactory performance in executing the order as per the terms, the order is liable for cancellation. TNPL reserves the right to exercise the Risk Purchase Option given in the General Terms and conditions of the tender. Also the TNPL reserves the right to cancel the order in full or part thereof without giving any reason by giving 15 days notice if the solution or part is not required due to any reason.

13. **RISK PURCHASE:** In the event of PURCHASER terminating the contract in whole or in part, they may procure on such terms and in such manner as they deem appropriate, supplies similar to those so terminated and the SELLER shall be liable to the PURCHASER for any excess cost for similar supplies. However, in case of part termination of contract by the PURCHASER, the SELLER shall continue the performance of the contract to the extent it is not terminated under provisions of this clause.

14. **TRANSIT RISK & INSURANCE:** Transit insurance should be arranged by the supplier at their cost.

15. **COVERING LAW AND JURISDICTION:** Notwithstanding anything contained herein, is hereby agreed that only the Courts at Chennai shall have exclusive jurisdiction for the adjudication of any disputes between the parties hereto, to the specific exclusion of all other courts.

All actions at law or suits arising out of or in connection with our order or the subject matter thereof and whether as to construe or otherwise to be instituted in a court of competent jurisdiction in which concerned office of TNPL placing the order exists.

16. The suppliers are permitted to deal only with the Purchase Dept.

17. **INFORMATION/DOCUMENTS:** Tenderer should provide true and correct information/documents wherever asked for in the tender. At any point of time, if the information/ supporting documents provided by the tenderer is false / fabricated, tenderer's offer shall be disqualified automatically.



**TENDER No: 232413007848**

18. **TNPL is not bound to accept the lowest quotation and TNPL may accept or reject the lowest quotation or any quotation at its sole discretion without assigning any reason whatsoever.**
19. The tenderers are requested to go through the **General Terms and Conditions of Tender, Terms and conditions for Reverse Auction and Process Compliance Statement.** The tenderers shall upload one scanned signed copy of the same in token of acceptance, along with the duly filled **Technical cum commercial Bid.**
20. **FORCE MAJEURE:** If, at any time during the continuance of the contract, the performance in whole or in part of any obligations under this contract shall be prevented or delayed by reasons of any war, hostility, acts of public enemy, acts of civil commotion, strikes, lockouts, sabotages, fire, floods, explosions, epidemics, impossibility of the use of any Railway, Port, Airport shipping services or other means of transports, quarantine restrictions or other acts of God, Acts of Government in the country of Origin (hereinafter referred to as eventualities) then provided notice of the happening of any such eventualities is given by the Supplier within 7 days from the date of occurrence thereof, neither party shall, by reasons of such eventuality, be entitled to terminate this contract not shall have any claim for damages against the other. Deliveries under this contract shall be resumed as soon as practicable after such eventuality has come to an end or ceased to exist. Provided that if the performance in whole or part by the Supplier or any obligation under this contract is prevented or delayed by reasons of any eventuality for a period exceeding 30 days, TNPL may at its option terminate this contract by notice in writing.
21. The **Technical cum Commercial Bid** will be scrutinized first and those who qualify in the **Technical cum Commercial Bids** satisfying all the tender conditions will only be considered for Price Bid stage/E-Auction in E-Portal.

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**TENDER NO: TENDER No: 232413007848****TERMS AND CONDITIONS FOR E-REVERSE AUCTION****Contact Details:**

Mr C.KALYANASUNDARAM C G M (COMMERCIAL)	Phone	04324-277001(Extn:4679)	Fax	04324 – 276368
	e-mail	<a href="mailto:kalyansundaram.c@tnpl.co.in">kalyansundaram.c@tnpl.co.in</a> <a href="mailto:purchase.civil@tnpl.co.in">purchase.civil@tnpl.co.in</a>		

**Selection process of vendors:**

- Bidders must submit the Process Compliance Statement duly signed, to TNPL along with Technical-cum-Commercial bid.
- **TNPL will open the Price Bids of technically qualified bidders in the e-procurement portal. Subsequently, TNPL would communicate the Bid decrement, date and time of Reverse Auction.**
- On the event date, Vendors shall submit bids from their computers through Internet on <https://tntenders.gov.in/nicgep/app>. As and when other bidders place the bids, they would have the opportunity to revise their **bids downwards** if they wish to do so.
- Bidders must communicate their final bid break up details by E-mail to TNPL immediately after the bid event (Reverse auction).
- At the end of the sourcing event, TNPL will have a list of all the bidders with their final bids, and will decide on awarding the business based on the **value proposition** of each Bidder.
- TNPL's decision on the award shall be final and binding. **All other terms and conditions are as per TNPL tender.**
- TNPL's decision on the award shall be final and binding.

**Bidding Price Format:** Bidders should quote the **Price in INDIAN RUPEE.****Opening Price:**

- Opening price is defined as the highest initial price.
- Bidders can bid lower than the Opening Price.

**Currency:** All the Bidders must quote in the currency as informed by TNPL.**Bid Decrement:**

Bid Decrement is the minimum fixed amount by which the next bid value can be decreased.

**Bid event format:**

This bid event will be conducted in Standard English Price Bid Event, with Alias Name Format.

**Quantity/Terms and Conditions:**

Please refer the Annexure - III &amp; IV for the above details.

**Bidding Time & date:** Will be communicated by TNPL separately.**EVENT INFORMATION****Extension Rule:**

- There would be system generated Auto Extensions of 10 minutes each, if there is a bid placed by any participating supplier(s) in the last 10 minutes.
- Extension of 10 minutes would happen for any number of times, if bid(s) is/are placed in the last 10 minutes.
- Extension will cease to occur, if no bid(s) are placed in the last 10 minutes.

**Illustration:**

- If a bid is placed between 14:50 Hours to 15.00 hours (say 14.57), the bidding would be extended till 15.10 hours.
- If no bids are placed between 14:50 hours to 15.00 hours, the bidding will conclude at 15.00 hours.

**Validity:**The bidders should keep their bids valid for a period of **30 days from the date of E-Reverse Auction held / opening of Price bid.** No bidder is permitted to withdraw his quoted rate within the validity period.

PROCESS COMPLIANCE STATEMENT

Bid event to be held for procurement of	MS PLATE THICK 6MM (IS 2062)	TNPL Tender No: 232413007848
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Name of the Organization: \_\_\_\_\_

The following terms and conditions are deemed as accepted by us for participation in the above bid event.

We have accepted the auction rules on participation at the bid event. The award decision by TNPL would be final and binding on us.

1. We will not divulge either our bids or those of other Vendors to any other external party.
2. We agree to non-disclosure of trade information regarding the purchase, identity of TNPL, bid process, bid technology, bid documentation and bid details.
3. Inability to bid due to telephone line glitch, Internet response issues, software or hardware hangs will not be the responsibility of TNPL.
4. Based on the competitive quotes received, TNPL's decision will be final and binding on us.
5. Our participation in a bid event is by invitation from TNPL.
6. TNPL is not obliged to place the contract if the expected price of the lots or event is not met. TNPL will be at liberty to cancel the bid event and initiate a fresh one, if necessary.
7. Bids once made cannot be withdrawn or modified under any circumstances.
8. TNPL can decide to extend, reschedule or cancel the auction.
9. Bids cannot be increased. Subsequent bids from the same supplier need to be lower by at least the minimum bid decrement from the lowest bid.
10. We shall indemnify and hold TNPL, its and their successors and assigns, officers, employees and agents harmless from any direct or indirect loss or damage and or claims for personal injury or property damage caused by any contractual problems or by our negligent or fraudulent act, omission or willful misconduct or breach of any term of this Agreement.
11. TNPL or its employees or other representatives will not be liable for damages arising out of or in connection with the use of this site. This is a comprehensive limitation of liability that applies to all damages of any kind, including (without limitation) compensatory, direct, indirect or consequential damages and claims of third parties.
12. **TNPL will not be liable and responsible in any manner whatsoever for failure to access & bid on the e-auction platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc before or during the auction event.**
13. **Validity:** The bidders should keep their bids valid for a period of **30 days from the date of E-Reverse Auction held / opening of Price bid.** No bidder is permitted to withdraw his quoted rate within the validity period. In case of withdrawal of offer, TNPL may claim additional expenses, if any incurred, from the bidder due to withdrawal of offer by him.

We agree to have read, understand and agree to abide by this statement.

Organization	
Name	
Designation	
Signature & stamp /seal	
Date & Place	

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TENDER: 232413007848

### ANNEXURE - IV

#### TECHNICAL CUM COMMERCIAL BID

**Note:** The tenderer is required to submit the Technical cum Commercial bid strictly as per the format given below duly filled in all the points. Please fill up all the columns.

01.	Are you a Manufacturer of <b>RINL / SAIL / JINDAL / TATA TISON</b>	Yes / No
	Registration Certificate, GST and PAN should be attached should be uploaded as proof along with the Technical Bid without fail.	Enclosed / Not Enclosed
	In case of Dealer (RINL/ SAIL/ JINDAL/TATA TISON), copy of <b>authorisation certificate/letter</b> from the <b>Manufacturer</b> is to be uploaded as proof along with technical bid without fail	Enclosed / Not Enclosed
02.	Tenderer should supply <b>the material strictly as per Make and Size mentioned in PQ criteria</b>	Agreed / Not Agreed
03.	<b><u>RATE:</u></b> Tenderer should quote <u>rate on F.O.R TNPL Kagithapuram Basis</u> only as per BOQ (Price Bid) attached in NIC portal and upload the same in .XLS format.	Agreed / Not Agreed
	Purchase order will be awarded based on <b>lowest offer basis (Net of GST). P&amp;F and Freight charges if any to be included in basic price itself.</b>	Agreed / Not Agreed
	<b>P&amp;F, Freight charges if any to be included in basic price itself.</b>	Agreed
04.	<b><u>PRICE BASIS:</u></b> Supply of material on F.O.R Kagithapuram on door delivery basis by <b>absorbing P&amp;F and Freight Charges.</b>	Agreed
05.	<b><u>PAYMENT THROUGH RTGS:</u></b>  <b>All the payment will be made only through RTGS mode. Supplier should provide RTGS details in their letter head with duly endorsed by the banker. If payment is being received already in RTGS mode, need not furnish the same again.</b>	Please provide the following details:-  1. Name of the Bank: 2.Branch Code : 3.Brance Name : 4.Account Number :
	<b>RTGS payment will be made within 30 days from the date of receipt of material with applicable bank charges will be extra to your account.</b>	Agreed / Not Agreed

06.	<b><u>VALIDITY OF OFFER &amp; RATE:</u></b>  Agreeable to keep the offer valid for a minimum period of <b>30 days from the date of E-Reverse Auction held / opening of Price bid</b> and whether agreeable to keep the validity till Execution of the order.	Agreed / Not Agreed
	Whether accepted the Validity Clause No.04. of General Terms and Conditions of this Tender. <b><u>Offers of those who do not agree for the above validity clause will not be qualified in the tender.</u></b>	Agreed / Not Agreed
	No bidder is permitted to withdraw his offer within the validity period of the tender or before finalization of the Order. <b>In case, any bidder withdraws his offer within the validity period of the offer or before finalization of the order, they will not be considered for future tenders.</b>	Agreed / Not Agreed
	During the validity period, no price increase will be allowed except in the case of any statutory levies.	Agreed / Not Agreed
07.	<b><u>DELIVERY PERIOD:</u></b>  In the event of an order, you shall be in a position to despatch material immediately	Agreed / Not Agreed
	In case of rejection and failure to replace goods, the order will be treated as incomplete and we may cancel the order and action will be taken on you as per the order terms.	Agreed / Not Agreed
08.	<b><u>REJECTION:</u></b>  <b>In case of rejection, time required for replacement.</b>	
	In case of rejection and failure to replace goods, the order will be treated as incomplete and we may cancel the order and action will be taken on you as per the order terms.	Agreed / Not Agreed
09.	<b><u>MSME DETAILS:</u></b>  Whether your company is covered under MSME clause or not?  If YES, provide supporting documents	Yes / No  Enclosed / Not Enclosed

10. Please furnish the following particulars with necessary supporting documents without fail. Failing to furnish the details, the offers are liable for rejection.

Description	Registration No	Date	Copy of certificate attached
GST			Yes/No
PAN			Yes/No

<b>INCOME TAX DETAILS.</b> <b>PLEASE TICK ( ✓ ) WHICHEVER IS APPLICABLE</b> <b>(NECESSARY SUPPORTING DOCUMENTS TO BE FURNISHED)</b>		Copy of the Certificate attached
IN-INDIVIDUAL		YES / NOT APPLICABLE
HI-HINDU UNDIVIDED FAMILY		YES / NOT APPLICABLE
PA-PARTNERSHIP FIRM		YES / NOT APPLICABLE
PR-PRIVATE LIMITED		YES / NOT APPLICABLE
PU-PUBLIC LIMITED		YES / NOT APPLICABLE
AS-ASSOCIATION OF PERSON		YES / NOT APPLICABLE
BO-BODY OF INDIVIDUALS		YES / NOT APPLICABLE
LO-LOCAL AUTHORITY		YES / NOT APPLICABLE
AR-ARTIFICIAL JUDICIAL PERSON		YES / NOT APPLICABLE
GO-STATE GOVERNMENT		YES / NOT APPLICABLE
CG-CENTRAL GOVERNMENT		YES / NOT APPLICABLE
<b>TYPE OF INDUSTRY</b> <b>PLEASE TICK ( ✓ ) WHICHEVER IS APPLICABLE</b> <b>(NECESSARY SUPPORTING DOCUMENTS TO BE FURNISHED)</b>		Copy of the Certificate attached
MI-MICRO		YES / NOT APPLICABLE
S-SMALL		YES / NOT APPLICABLE
M-MEDIUM		YES / NOT APPLICABLE
SSI-SMALL SCALE INDUSTRY		YES / NOT APPLICABLE
L-LARGE		YES / NOT APPLICABLE
O-OTHERS		YES / NOT APPLICABLE

11.	<p><b><u>DECLARATION:</u></b></p> <p>Whether the partners or directors or proprietor as the case may be of the company are related to any of the Employees of TNPL.</p> <p>In case the partners or directors or proprietor of the company are related to any of the employees of TNPL, a declaration to this effect giving the details of the name of the Employee, relationship etc., should be provided separately without which the offer will not be considered.</p>	Yes / No
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**[ 4 ]**

I/We hereby declare that the particulars furnished above are true and correct to the best of my/our knowledge and agree to all the terms and conditions of TNPL Tender No: 232413007848.

**NOTE:**

- The due date for submission of completed tender document online in e-procurement portal, <https://tntenders.gov.in/nicgep/app> is 23.03.2024 at 3.00 PM.
- No late tender will be entertained. TNPL will not be responsible for any other delay in submission of bid on due date and in time.
- The BOQ template (Price Bid Template) must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bid is liable for rejection. Bidders are allowed to enter the Bidder Name and Values only.
- The signed colour scanned copy of techno-commercial document to be uploaded in the online procurement portal <https://tntenders.gov.in/nicgep/app>

DATE :	
ADDRESS FROM WHERE YOU RAISE INVOICE (In case of placement of order) :	
PHONE NO:	
CONTACT PERSON:	
MOBILE NO:	
FAX NO :	
EMail :	
<b>(SIGNATURE WITH SEAL)</b>	

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**ANNEXURE – V**  
**PRICE BID SCHEDULE**

To

M/s. Tamil Nadu Newsprint and Papers Limited  
Kagithapuram – 639 136, Karur District

**Sub: Procurement of MS PLATE THICK 6 MM (IS 2062) on F.O.R Kagithapuram basis – reg**

**I/We hereby request to quote online as per the BOQ and upload the same with digital signature:**

The price to be quoted in INR in the BOQ (Excel file) and uploaded in the online portal.

Name of the Bidding Firm:		
Description	Basic Unit Price (figures to be entered by the bidder Including <b>P&amp;F and Freight Charges</b> ) Rs. P	GST in %
Supply of MS PLATE THICK 6 MM (IS 2062)	Basic Unit Price to be quoted as per Unit of Measurement (UOM) mentioned in BOQ (quote only in E-portal)	CGST & SGST / IGST in percentage to be quoted only in E-portal

**Note:**

- ✓ Bidder should quote their **basic unit rate** as per Unit of Measurement (UOM) mentioned in BOQ (Price Bid) attached in E-portal and upload the same in **.XLS format**.
- ✓ **Purchase order will be awarded based on lowest offer basis (Net of GST) obtained either in Price Bid or E-Reverse Auction.**
- ✓ **Kindly quote your rate on F.O.R TNPL Kagithapuram basis only as per the format attached in BOQ. P&F, Freight Charges if any should be included in Basic Unit price itself.**
- ✓ **Tenderer should quote applicable CGST & SGST / IGST in percentage (%) only.**
- ✓ The opening price for E-Reverse Auction will be either the lowest rate obtained for each item individually in price bid or opening price fixed by TNPL. The opening price, Minimum bid decrement, date and time will be communicated to the qualified parties through your registered Mobile number and E-mail ID in NIC portal. Bidder shall decrease the opening rate fixed in E-Reverse Auction for item mentioned in BOQ (Price Bid).

The price Bid has been given as a BOQ format with the tender document. The BOQ (Protected Excel sheet) is to be downloaded and to be filled by the Bidder. Bidders are required to download the BOQ file, open it and fill the Blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder etc). 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.

All other terms and conditions are as per the above Tender.

**I / We have read and understood all the terms and conditions of above tender and agree to abide by all of them.**

**The price bid to be offered in the online excel format (BOQ) provided in the E-procurement portal and uploaded in the online portal with Digital signature.**

**Place:**

**(Signature with seal)**

**Date:**

**Address:**