



**NLC India Limited**  
(formerly Neyveli Lignite Corporation Limited)  
(‘Navratna’ - Government of India Enterprise)  
**Office of the Director / Planning & Projects**  
**Corporate Office, Neyveli-607 801**

Circular No : New Tender system/proc & guidelines-rev/2018-1

Dt. 07.11.2018

Sub: New Tendering System- Revised guidelines and procedure - issued.

- Ref:1.Circular No: New Tender system/proc & guidelines-01/2016 Dt.22.08.2016  
2.Circular No: New Tender system/proc & guidelines-02/2016 Dt.18.10.2016  
3.Circular No: New Tender system/proc & guidelines-03/2017 Dt.27.03.2017  
4.Circular No: MM/CGM/05/Tech/2017 Dt.11.05.2017.  
5.Circular No: New Tender system/RA/2017 Dt.10.07.2017.  
6.Circular No: New Tender system/RA/Decrement value/2017 Dt.26.07.2017

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New Tendering system has been implemented with the approval of the Board vide the circular 1<sup>st</sup> cited and the same is applicable for all Procurement and Service contract tenders (LTEs & PTEs) floated by all the units of the company excepting in respect of tenders, where techno-Commercial conditions could not be firmed up and Equipment/Service to be availed is of complex nature.

For the systemic improvement in processing of tenders, the revised guidelines approved by the Board of Directors are given in **ANNEXURE-A**.

Accordingly, in supersession of the circulars referred above, the detailed procedure applicable for procurement tenders processed through MM for purchase of Equipments, Spares, Materials & Consumables etc., are given in **ANNEXURE-B** and the detailed procedure applicable for the tenders processed by all other Units for supply of Works/Services/Composite Contracts etc., are given in **ANNEXURE-C**.

Hence forth, the revised guidelines and the procedure shall be scrupulously followed by all concerned.

  
DIRECTOR /PLANNING &PROJECTS

Encl : **ANNEXURE-A, B & C**

To

As per the list attached.

To:

CGM/Contracts/CO  
CGM/Mine-I  
CGM/Mine-IA  
CGM/Mine-II & Expn.  
CGM/NNTPP  
CGM/TPS-I  
CGM/TPS-II  
CGM/TPS-II Expansion  
CGM/TPS-I Expn  
CGM/ IE  
CEO/NTPL  
CGM/Geology & Coal Blocks  
CGM/Finance (M)  
CGM/Finance (B)  
CGM/Finance/CO(S)  
CGM/Central Safety, Safety Monitoring & ISO/Mines  
CGM/HR/CO (B)  
CGM/CSR  
CGM/Civil/CTO  
CGM/Vigilance  
CGM/CARD  
CGM/Civil/CTO  
CGS/Medical

GM/Township Administration  
GM/Materials Management  
GM/Contracts/CO  
GM/PSE  
GM/Tech/ Mines (Mine-I /AO)  
GM/P&BD  
GM(PH) /Barsingsar Project  
GM/Finance (CFO/NTPL)  
GM/Finance/CO (MA)  
GM/Computer Services  
GM (PH)/ Talabira  
GM/ CPPM/CO  
GM/Mech. Services  
GM/Transport  
GM/ES & C  
GM/LA & RR  
GM/System Monitoring  
GM/Indcoserve & Howsicos  
GM/L&DC  
GM/ PRO  
GM/Environment cell  
GM/Finance/HQ (MA)  
CFO/NUPPL  
DGM/MS/CO  
DGM/Legal/CO  
CRM/Chennai  
RM/New Delhi, RM/Mumbai, RM/Hyderabad  
RM/Kolkata, RM/Lucknow, RM/Bhubaneswar

Copy to Executive Director (Mines)  
Copy to Executive Director/Thermal  
Copy to Executive Director (SME & Conveyors)  
Copy to Executive Director/HR  
Copy to Executive Director/PPMG/CO  
Copy to Executive Director (CEO)/NUPPL  
Copy to Executive Director/Commercial  
Copy to Executive Director/ Coal Co-ordination

Copy to:-

CVO/NLCIL  
Director (Mines)  
Director (HR)  
Director (Power)  
Director (Finance)  
Copy to TS to CMD

Copy to Host in Intranet

## ANNEXURE-A

### REVISED GUIDELINES FOR THE NEW TENDERING SYSTEM

- i) The Offers/Bids are to be obtained in two cover system.  
**Cover-I:** containing the EMD / Bid-guarantee, Affidavit, PQR documents, Integrity Pact (if applicable) and Techno-commercial offer. (The bidders are required to submit an affidavit in non-judicial stamp paper taking full responsibility for the correctness of the documents and information submitted by them. Based on the affidavit submitted by the bidders, their offers w.r.t PQR credentials, will be evaluated and the end user verification/confirmation for PQR credentials will be obtained in respect of successful bidder, before placement of order)  
**Cover-II :** Prices only.
- ii) The offers/bids of the bidders who satisfy the conditions of EMD/Bid Guarantee, Affidavit, Integrity Pact (if applicable) shall alone be considered for further evaluation on PQR & Techno-commercial aspects.
- iii) The bidders who qualify in PQR conditions shall be considered for further evaluation on Techno-commercial aspects.
- iv) The bidders who get qualified on techno-commercial aspects shall be considered for price cover opening (Cover-II), with the approval of competent authority for the recommendation of tender committee, as per the extant Delegation of Powers.
- v) The price offers/bids of the shortlisted bidders shall be opened and the bidders will be ranked as R1, R2, R3..., starting from the lowest offered price and increasing in the ascending order.
- vi) After concluding Reverse Auction, the end user verification/ confirmation of the PQR documents submitted by bidder, who offered the lowest price in the reverse auction (RL1 bidder) shall be carried out.
- vii) In case of no participation of bidders or no reduction of Price in RA, then the prices of bidders will be ranked as R1, R2, R3..., (as mentioned in above para) shall hold good.
- viii) After getting the confirmation/ verification from the end-user, proposal for placement of order shall be initiated for getting approval of competent authority and order will be placed on successful bidder.
- ix) In case, the documents of the bidder who offered lowest price (RL1/R1) are found to be false/incorrect, the next lowest bidder's offer in their order of price ranking will be verified till a successful bidder is identified.

Note:

*As the New Tendering System is not applicable for the tenders, where the standard techno-commercial conditions could not be firmed up and the equipment/service to be availed is of complex in nature, the modification, is also not applicable for such tenders. In case of PTEs for such tenders, the end user verification / confirmation for PQR credentials/ documents shall be obtained in respect of all bidders and the approval for the shortlisting of bidders on QR shall be obtained before techno-commercial evaluation. Approval of Functional Director concerned shall be obtained for categorization of such tenders.*

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### **AFFIDAVIT (to be Notarised)**

(The following notarised Affidavit shall be furnished by all bidders in non-judicial stamp paper of value not less than Rs.20/- as applicable in the state of Tamilnadu or with value of Stamp Duty as applicable to the respective state, where the tender is floated )

From:

(Name & Address of Bidder)

.....  
.....  
.....  
.....

We do hereby declare that the contents of the offer submitted vide No. \_\_\_\_\_ against this tender (Tender No. \_\_\_\_\_ dated \_\_\_\_\_ ) have been submitted after fully understanding that the information contained in the offer and the documents enclosed/ provided along with the bid are true, correct and complete in every aspect and that if any information contained therein found to be false/incorrect/fabricated, offer shall be considered as null and void and we shall be liable for any penal action as per the provisions of Law for the time being in force.

- i) I/We .....Partner / Legal Attorney / Proprietor/ Accredited Representative of M/s..... declare that, we are submitting our offer/bid for the supply of equipments/ materials/works/services vide our offer..... dated .....
- ii) The contents/enclosures/documents of the offer are submitted after fully understanding that all the information furnished by me / us are correct and true and complete in every respect and all documents/credentials submitted along with the offer/bid are genuine, authentic, true and valid.
- iii) During the verification of offer or even at a later date, if any information or document submitted by me/us found to be false /fabricated/ incorrect, the said offer shall be considered absolutely null and void and action as deemed fit shall be taken against me / us including forfeiture of EMD/Bid Guarantee/ Security Deposit /Contract Performance Guarantee and action of suspension/banning/debarring/blacklisting of my / our firm (including all partners of the firm)/company as per the tender conditions and law.

Authorized Signatory

(Name & Designation)

Place:

Date :

Seal

## **ANNEXURE-B**

### **PROCEDURE APPLICABLE FOR PROCUREMENT TENDERS FOR SUPPLY OF EQUIPMENT, SPARES, MATERIALS AND CONSUMABLES etc., THROUGH MM**

TERMS AND CONDITIONS AS PER THE REVISED PROCEDURES FOR THE NEW TENDERING SYSTEM:

#### **I. FOR PTE/OTE Tenders:**

- i) The Offers/Bids are to be obtained in **two cover system**.

**Cover-I: Containing the EMD/ Bid-guarantee, Notarised Affidavit, PQR documents, Integrity Pact** (if applicable) **and Techno-commercial offer**. [The bidders are required to submit an Affidavit (format enclosed) in non-judicial stamp paper taking full responsibility for the correctness of the documents and information submitted by them. Based on the Affidavit submitted by the bidders, their offers w.r.t PQR credential, will be evaluated and the end user verification/confirmation for PQR credentials will be obtained in respect of successful bidder, before placement of order.]

**Cover-II : Prices only.**

- ii) **Cover-I** shall be opened on the scheduled date of tender opening. The offers/bids of the bidders who satisfy the conditions of EMD/Bid Guarantee, Affidavit, Integrity Pact (if applicable) shall alone be considered for further evaluation on PQR aspects.

**Note :**

*The bidders shall be asked to submit (i) **the details of payment of cost of Tender Document**, (ii) **EMD / Bid Guarantee amount** and (iii) **Notarised Affidavit** (as per the format enclosed) in non-judicial stamp paper (of value not less than Rs.20/- as applicable in the state of Tamilnadu or with value of Stamp Duty as applicable to the respective state, where the tender is floated) **in Cover-I** of the Offer. **Any Offer without the above documents shall be rejected.***

*In order to make aware of the mandatory submission of above documents as pre-requisite for further process of the offers, a **CHECK LIST** (format as enclosed) shall be included in the Tender Document to be signed and submitted by the bidder in the **Cover I** of Offer.*

- iii) The bidders who qualify in PQR conditions alone shall be considered for further evaluation on Techno-commercial aspects.
- iv) The bidders who get qualified on techno-commercial aspects shall alone be considered for price cover opening (**Cover-II**).
- v) Separate TC meeting shall be conducted as follows:
- for shortlisting of bidders on EMD/Bid Guarantee, Affidavit, Integrity Pact(if applicable) and PQR conditions and
  - for shortlisting of bidders on Techno-commercial aspects.

- vi) Based on the TC recommendations, single note shall be initiated to get approval of the competent authority for shortlisting of firms on PQR & Techno-commercial aspects as per the extant Delegation of Powers.
- vii) The price offers/bids of the shortlisted bidders shall be opened and the bidders will be ranked as R1, R2, R3..., starting from the lowest offered price and increasing in the ascending order.
- viii) Reverse auction (if applicable) shall be conducted among the qualified bidders with the elimination of H1 bidder(wherever applicable) as per the extant procedure. After reverse auction, the bidders will be ranked as RL1, RL2, RL3...
- ix) In case of non participation of bidders in the RA/ no reduction of Price in the RA, then the prices of bidders including the eliminated H1 bidder if any will be ranked as R1, R2, R3 (as mentioned in above para) shall hold good.
- x) Based on the price ranking, the end user verification/confirmation of the PQR documents submitted by bidder, who offered the lowest price in the reverse auction (RL1 bidder) or the R1 bidder (in case of no RA/non participation in RA/no reduction in RA) shall be carried out.
- xi) In case, the documents of the bidder who offered lowest price (RL1/R1) are found to be false/incorrect, the next lowest bidder's offer in their order of price ranking including eliminated H1 bidder if any, will be verified till a successful bidder is identified.
- xii) After getting the confirmation/verification from the end-user as stated above, TC shall submit its recommendation for placement of order on the successful bidder or otherwise as per the extant procedures. Accordingly, approval of competent authority shall be obtained as per delegation of powers.
- xiii) During the above said evaluation process, in case, the documents of the bidder(s) are found to be false/incorrect, then the bid(s) of such bidder(s) shall be rejected and the EMD/Bid Guarantee amount of the bidder(s) will be forfeited, besides debarring/banning of such bidder(s) for a specific period as per the extant procedures.

## **II. FOR LTE Tenders:**

For LTE tenders the above procedure shall be followed except for evaluation on Bid Guarantee/EMD,PQR and end user verification of PQR documents. Wherever Bid Guarantee/EMD/Integrity Pact is applicable, the same shall be evaluated along with techno-commercial bid. For LTE tenders, AFFIDAVIT is not applicable.

In case of LTE tenders less than TC value,(where no Tender Committee is required) the procedure of getting Indentor's recommendation for technical suitability & price



reasonableness and Finance's concurrence for placement of order with approval of Competent Authority as per DOP, shall be followed.

**Note:**

**If any clarification on QR/Techno-commercial aspects are to be sought from the bidders, the same shall be obtained within a period of 7-10 days. If no clarification is received from the bidders, then the tender shall be processed with the available documents.**

**II. REVERSE AUCTION (for tenders processed through MM):**

*Reverse Auction(RA) is applicable for all tenders where estimate value is Rs 5 Lakhs (Rupees five lakhs) and above. Approval of Functional Director concerned shall be obtained with adequate justification for exemption from RA in tenders of estimate value of Rs 5 Lakhs and above.*

- 1) Reverse Auction will be conducted among the shortlisted bidders under Cover-I conditions.
- 2) **Reverse Auction will be on item-wise Site Cost basis.**
- 3) Reverse Auction will be conducted with a start price and decremented value for the applicable tenders as per the extant guidelines prevailing at the time of process.
- 4) At the end of Reverse Auction, the price ranking status of bidders will be displayed by the system. Wherever applicable, the bidders will be asked to submit break up of prices to arrive at their revised basic price and other elements matching the site cost quoted by them in the Reverse Auction.
- 5) H1 bidder will be eliminated, only if the number of shortlisted/qualified bidders are more than FOUR.
- 6) In case of tenders issued for procurements with more than one source clause – the H1 bidder will be eliminated, only if the number of shortlisted / qualified bidders are more than SIX.
- 7) **In case of tenders processed on 'package basis', reverse auction will be conducted on item-wise basis without elimination of H1 bidder.** However, L1 bidder will be decided by taking the lowest overall total site cost of all items tendered after reverse auction.
- 8) During the course of Reverse Auction if any problem arises in NLCIL's Server that interrupts the participation of the bidder in RA and resulting in closure of RA, NLCIL reserves the right to continue RA with the last bid price offered in the RA. The rescheduled date and time of RA will be intimated to the qualified bidders by E-mail/SMS.

**All other terms and conditions of the tenders will be as per the Purchase Manual guidelines and existing procedures.**

**CHECK LIST**  
**(to be submitted by bidders in Cover-I of the Offer)**

**Bidders to note that their offers will be rejected due to non submission of following details/documents. Hence, the bidders shall ensure that before submitting their offers, the following details/documents are furnished/enclosed in Cover-I of the Offers.**

<b>Sl. No.</b>	<b>Description</b>	<b>Whether enclosed (to be filled by bidder as "YES")</b>
1.	Details of Cost of Tender Document paid (or) Document for exemption from payment of Cost of Tender Document (in case of MSME/NSIC bidders) (as per requirement of NIT conditions)	
2.	EMD / Bid Guarantee amount (or) Document for exemption from furnishing EMD / Bid Guarantee amount( (in case of MSME/NSIC bidders) (as per requirement of NIT conditions)	
3	Notarised AFFIDAVIT (applicable for PTE/GTE) (as per format enclosed)	
4.	Integrity Pact (If Applicable)	

Signature of bidder.

Note:The format for CHECK LIST given above is only indicative. Depending upon the Tender conditions /requirements, the relevant clauses only need to be given and other provisions shall be deleted from the CHECK LIST. Any other relevant details/documents that are mandatory may be included depending upon the tender requirements.

## ANNEXURE-C

### PROCEDURE APPLICABLE FOR THE TENDERS PROCESSED FOR SUPPLY OF WORKS/SERVICES /COMPOSITE CONTRACTS

#### FOR PTE/OTE Tenders:

- i) The Offers/Bids are to be obtained in **two cover system**.

**Cover-I:** Containing the **EMD / Bid-guarantee, Notarised Affidavit, PQR documents, Integrity Pact**(if applicable) **and Techno-commercial offer**. [The bidders are required to submit an Affidavit (format enclosed) in non-judicial stamp paper taking full responsibility for the correctness of the documents and information submitted by them. Based on the Affidavit submitted by the bidders, their offers w.r.t PQR credential, will be evaluated and the end user verification/confirmation for PQR credentials will be obtained in respect of successful bidder, before placement of order.]

**Cover-II : Prices only.**

- ii) **Cover-I** shall be opened on the scheduled date of tender opening. The offers/bids of the bidders who satisfy the conditions of EMD/Bid Guarantee, Affidavit, Integrity Pact (if applicable) shall alone be considered for further evaluation on PQR aspects.

**Note :**

*The bidders shall be asked to submit (i) **the details of payment of cost of Tender Document**, (ii) **EMD / Bid Guarantee amount** and (iii) **Notarised Affidavit** (as per the format enclosed) in non-judicial stamp paper (of value not less than Rs.20/- as applicable in the state of Tamilnadu or with value of Stamp Duty as applicable to the respective state, where the tender is floated) **in Cover-I** of the Offer. **Any Offer without the above documents shall be rejected.***

*In order to make aware of the mandatory submission of above documents as pre-requisite for further process of the offers, a **CHECK LIST** (format as enclosed) shall be included in the Tender Document to be signed and submitted by the bidder in the **Cover I** of Offer.*

- iii) The bidders who qualify in PQR conditions alone shall be considered for further evaluation on Techno-commercial aspects.
- iv) The bidders who get qualified on techno-commercial aspects shall alone be considered for price cover opening (Cover-II).

- v) **Separate TC meeting shall be conducted as follows:**

- **for shortlisting of bidders on EMD/Bid Guarantee, Affidavit, Integrity Pact (if applicable) and PQR conditions and**
- **for shortlisting of bidders on Techno-commercial aspects.**

- vi) Based on the TC recommendations, single note shall be initiated to get approval of the competent authority for shortlisting of firms on PQR & Techno-commercial aspects as per the extant Delegation of Powers.
- vii) The price offers/bids of the shortlisted bidders shall be opened and the bidders will be ranked as R1, R2, R3.., starting from the lowest offered price and increasing in the ascending order.
- viii) Reverse auction (if applicable) shall be conducted among the qualified bidders with the elimination of H1 bidder (wherever applicable) as per the extant procedure. After reverse auction, the bidders will be ranked as RL1, RL2, RL3.....
- ix) In case of non participation of bidders in the RA/ no reduction of Price in the RA, then the prices of bidders including the eliminated H1 bidder if any will be ranked as R1, R2, R3 (as mentioned in above para) shall hold good.
- x) Based on the price ranking, the end user verification/confirmation of the PQR documents submitted by bidder, who offered the lowest price in the reverse auction (RL1 bidder) or the R1 bidder (in case of no RA/non participation in RA/no reduction in RA) shall be carried out.
- xi) In case, the documents of the bidder who offered lowest price (RL1/R1) are found to be false/incorrect, the next lowest bidder's offer in their order of price ranking including eliminated H1 bidder if any, will be verified till a successful bidder is identified.
- xii) After getting the confirmation/verification from the end-user as stated above, TC shall submit its recommendation for placement of order on the successful bidder or otherwise. as per the extant procedures. Accordingly, approval of competent authority shall be obtained as per delegation of powers.
- xiii) During the above said evaluation process, in case, the documents of the bidder(s) are found to be false/incorrect, then the bid(s) of such bidder(s) shall be rejected and the EMD/Bid Guarantee amount of the bidder(s) will be forfeited, besides debarring/banning of such bidder(s) for a specific period as per the extant procedures.

**FOR LTE Tenders:**

For LTE tenders, the above procedure shall be followed except for evaluation on PQR and end user verification of PQR documents. For LTE tenders, AFFIDAVIT is not applicable.

**Note:**

**If any clarification on QR/Techno-commercial aspects are to be sought from the bidders, the same shall be obtained within a period of 7-10 days. If no clarification is received from the bidders, then the tender shall be processed with the available documents.**

## **REVERSE AUCTION (for Contracts tenders for Works/ Services)**

*Reverse Auction(RA) is applicable for all tenders where estimate value is Rs 5 Lakh (Rupees five lakhs) and above. Approval of Functional Director concerned shall be obtained with adequate justification for exemption from RA in tenders of estimate value of Rs 5 Lakhs and above.*

### **1. PROCEDURE FOR REVERSE AUCTION:**

- i) Reverse Auction shall be conducted among the shortlisted bidders under Cover-I conditions.
- ii) Reverse Auction will be conducted with a start price and decrement value for the applicable tenders as per the extant guidelines prevailing at the time of process.
- iii) At the end of Reverse Auction, the price ranking status of bidders will be given.
- iv) If prices are to be obtained for various items in the price schedule then Reverse Auction can be conducted on total price. After reverse auction, if applicable, the **successful bidder shall be asked to submit break up of prices** as per NLCIL format to arrive at their revised price matching the quoted price by them in the Reverse Auctions, as per the ratio quoted in original price bid.

After reverse auction, if item wise rate and taxes & duties are called in the tender then the bidder has to submit the price break up for all components of their quoted price including Taxes & Duties such that the summation of quoted price and Taxes & Duties shall be equal to the lowest quoted Bid Price during reverse auction. Also, the bidder has to furnish the price break-up in multicurrency as per the ratio quoted in the original price bid.

- v) From the ranking, the Highest Quoted Bidder (H1) shall be eliminated, subject to ensuring minimum four(4) bidders participation in the reverse auction i.e H1 will be eliminated if 5 or more bidders participated.

In case, participation is less than or equal to four(4), all the bidders will be qualified for the reverse auction. All the short listed bidders for Reverse Auction, shall be intimated about their eligibility for participation in Reverse Auction.

In case more than one bidder turn out to be H1 bidder (due to same quoted value), all H1 bidders will be eliminated subject to ensuring four(4) bidders participation. Due to such H1 bidders elimination, the available eligible bidders reduced to lesser than four, all will be included with out elimination.

- vi) In case of Tenders, where the system of Bench Mark (BM) Price concept is adopted (ie, below the BM price only, the bidders are required to quote their bid

price) there shall not be any elimination of H1 bidder.

2. **Schedule for Reverse Bidding:** The date and time of start of Reverse Auction shall be intimated to all the bidders. Scheduled duration of Reverse Auction shall be normally **two hours**.
3. **Auction extension time :** If a valid bid is placed within Ten (10) minutes of End Time of the Reverse auction(RA), then RA duration shall get automatically extended for another Ten (10) minutes from the existing end time. It may be noted that the auto-extension will take place only if a valid bid comes in those last Ten (10) minutes. If a bid does not get accepted as the lowest bid, the auto-extension will not take place even if that bid might have come in the last Ten (10) minutes. The above process will continue till no bid is received in last Ten (10) minutes which shall mark the completion of Reverse Auction. However, bidders are advised not to wait till the last moment to enter their bid to avoid complications related to internet connectivity, their network problems, system crash down, power failure etc.
4. **Bid price:** The Bidder has to quote single % of the estimate value or single total Price as called for in the tender schedule.
5. **Post Reverse Bidding Procedure:** After reverse auction, bidders would be ranked in ascending order as. RL-1, RL-2, RL-3 , RL-4 and so on with RL-1 being the lowest.
6. **PROCEDURE OF REVERSE AUCTIONING:**

All bidders are to submit their Price Bid including Price Schedule along with submission of Techno-Commercial bid as per the format mentioned in Price Schedule.

**A. Price-total value quoting method**

- i. The 'Opening Price' i.e. Start Price for RA (Reverse Auction) and Bid Decrement shall be as follows:

<b>Estimate value of tender (in Rs.)</b>	<b>Start Price for RA (in Rs.)</b>	<b>Bid Decrement (in Rs.)</b>
From Rs 5 Lakhs to below Rs 25 Lakhs	R1 price (the lowest quoted Bid)	Rs 5,000/- & its multiples
From Rs 25 Lakhs to below Rs 50 Lakhs	R1 price (the lowest quoted Bid)	Rs 10,000/- & its multiples
From Rs 50 Lakhs to below Rs 75 Lakhs	R1 price (the lowest quoted Bid)	Rs 15,000/- & its multiples
From Rs 75 Lakhs to below Rs 1 Crore	R1 price (the lowest quoted Bid)	Rs 20,000/- & its multiples
From Rs 1 Crore to below Rs 5 Crores	R1 price (the lowest quoted Bid)	Rs 25,000/- & its multiples
Rs 5 Crores & above	R1 price (the lowest quoted Bid)	Rs 50,000/- & its multiples

- ii. "RL1" Bid is the last offered rate i.e. Further no bidders responds within the time limit.
- iii. After completion of the online Reverse Auction, the Closing Price (CP) shall be available for further processing.

**B. Percentage(%) quoting method:**

In case of revealed tenders, where percentage quoting is being obtained, the bid decrement value for Reverse Auction shall be same as in para **A (i)** above. After completion of Reverse Auction the lowest offered rate may be converted/computed to percentage.

- 7. During the course of Reverse Auction if any problem arises in NLCIL's Server that interrupts the participation of the bidder in RA and resulting in closure of RA, NLCIL reserves the right to continue RA with the last bid price offered in the RA. The rescheduled date and time of RA will be intimated to the qualified bidders by E-mail/SMS.

**ALL OTHER TERMS AND CONDITIONS OF THE TENDERS WILL BE AS PER THE CONTRACT MANUAL GUIDELINES AND EXISTING PROCEDURES.**

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### **CHECK LIST**

**(to be submitted by bidders in Cover-I of the Offer)**

**Bidders to note that their offers will be rejected due to non submission of following details/documents. Hence, the bidders shall ensure that before submitting their offers, the following details/documents are furnished/enclosed in Cover-I of the Offers.**

<b>Sl. No.</b>	<b>Description</b>	<b>Whether enclosed (to be filled by bidder as "YES")</b>
1.	Details of Cost of Tender Document paid (or) Document for exemption from payment of Cost of Tender Document (in case of MSME/NSIC bidders) (as per requirement of NIT conditions)	
2.	EMD / Bid Guarantee amount (or) Document for exemption from furnishing EMD / Bid Guarantee amount (in case of MSME/NSIC bidders) (as per requirement of NIT conditions)	
3	Notarised AFFIDAVIT (applicable for PTE/GTE) (as per format enclosed)	
4.	Integrity Pact (If Applicable)	

Signature of bidder.

Note:The format for CHECK LIST given above is only indicative. Depending upon the Tender conditions /requirements, the relevant clauses only need to be given and other provisions shall be deleted from the CHECK LIST. Any other relevant details/documents that are mandatory may be included depending upon the tender requirements.

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