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| ईस्टर्न कोलफील्ड्स लिमिटेड कार्यालय- अध्यक्ष -सह- प्रबंध निदेशक संक्टोरिया, P.O. डिसेरगढ़, जिला: पश्चिम बर्धमान उत्पादन/CSM/विस्फोटन विभाग सी.आइ.एन.- U10101WB1975GOI030295 वेबसाइट- www.easterncoal.nic.in |  | EASTERN COALFIELDS LIMITED Office of the Chairman-cum-Managing Director Sanctoria, P.O.: Dishergarh, Dist.-Paschim Bardhaman, West Bengal-713333 Production/CSM/Blasting Department CIN-U10101WB1975GOI030295 Website- www.easterncoal.nic.in |
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NIT No.: ECL/GM(Prod/CSM/Blasting)/ NIT/Auditors engagement/4370

Date: 02.03.2022

e-TENDERNOTICE

1. Tenders are invited online (Single cover system) on the website <https://coalindiatenders.nic.in> from the eligible Bidders having **Digital Signature Certificate (DSC)** issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA, for the following work of “Selection for appointment of auditors (chartered accountant/ cost accountant) for verification and certification of coal stock as on 31st March 2022 of all mines, washeries, coke plants etc. of Eastern Coalfields Limited”.

| Description of work | Estimated cost of work (Without GST) (in Rs.) | GST on estimated cost of work @ 18% (in Rs.) | Estimated cost of work (including GST) | Earnest Money (in Rs) | Period of Completion In Days) |
|--|---|--|--|-----------------------|-------------------------------|
| Selection for appointment of auditors (chartered accountant / cost accountant) for verification and certification of coal stock as on 31st march 2022 of all mines, washeries, coke plants etc. of Eastern Coalfields Limited. | 18,500.00 | 3,330.00 | 21,830.00 | 300.00 | 7 days |

NOTE: The bid documents will be available on the e-Procurement Portal of CIL <https://www.coalindiatenders.nic.in> and can be downloaded by the bidder up to the bid submission end date. The details of the tender will be mirrored in the central Public Procurement Portal <http://eprocure.gov.in> of Govt. of India

2. Time Schedule of Tender:

| Sl. No. | Particulars | Date (DD:MM:YYYY) | Time (HH:MM) |
|---------|------------------------------|-------------------|--------------|
| a. | Tender e-Publication date | 03.03.2022 | 10:00 |
| b. | Document download start date | 03.03.2022 | 10:00 |
| c. | Document download end date | 14.03.2022 | 17:00 |
| d. | Bid submission start date | 04.03.2022 | 10:00 |
| e. | Bid submission end date | 14.03.2022 | 17:00 |

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|----|--|----------------|-------|
| f. | Start date for seeking clarification online | 03.03.2022 | 10:00 |
| g. | Last date for seeking clarification online | 07.03.2022 | 17:00 |
| h. | Date of Pre-bid Meeting | NOT APPLICABLE | |
| i. | Bid Opening date (Cover-I & II: Both Technical Bid & Price Bid) | 16.03.2022 | 11:00 |

* Note:

- i. If number of bids received online is found to be less than three, then last date of submission of Bid and Technical Bid Opening date will be automatically extended for a period of Four days ending at 17:00 hrs. The auto extension shall work on the basis of number of bids received only. In case of holiday, the due date of opening will be extended to next working day.
- ii. This extension will be also applicable in case of receipt of zero bid.
- iii. Bidders will have right to modify / withdraw their bids during extended period of submission of bids.
- iv. After extension, as stated above the tender shall be opened irrespective of available No. of bids on the extended date of opening of tender.
- v. If the above extended date falls on Holiday i.e. a non-working day as defined in the e-procurement portal, then the same is to be re-scheduled to the next working day.
- vi. The validity period of the tender should be decided based on the final end date of submission of bids.
- vii. The Employer reserves the right to issue corrigendum/addendum and it shall be binding on part of the Bidders.

3. Earnest Money (EMD):

3.1 The Bidder will have to make the payment of EMD through online mode only. In Online mode the Bidder can make payment of EMD either through net-banking from designated Bank/s or through NEFT/ RTGS from any scheduled Bank.

- (i) Net-Banking: In case of payment through net-banking the money will be immediately transferred to designated Account.
- (ii) NEFT/ RTGS: In case of payment through NEFT/ RTGS the Bidder will have to make payment as per the Challans generated by system on e-Procurement portal before submission of bid. The EMD payment through NEFT/ RTGS mode should be made well ahead of time to ensure that the EMD amount is transferred to account before bid submission.

3.2 Bidder will be allowed to submit his/her bid only when the EMD is successfully received in designated account and the information flows from Bank to e-Procurement system.

3.3 Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) will be exempted from the payment of Earnest Money.

In case of exemption of EMD, the scanned copy of document (attested by notary public) in support of exemption will have to be uploaded by the bidder during bid submission. However, this option is to be enabled only in those cases where the exemption of EMD to some bidders is allowed as per NIT.

In online payment of EMD, if the payment is made by the Bidder within the last date & time of bid submission but not received by the Company within the specified period due to any reason then the bid will not be accepted. However, the EMD will be refunded back to the Bidder.

NOTE 1: After successful payment of EMD either through Net Banking or NEFT/RTGS, bidder is

advised to log on to <https://coalindiatenders.nic.in> and click on “**Payment Verification Button**” to check the transaction status of EMD.

NOTE 2: Bidder is advised **not to pay EMD through IMPS mode** as such payments are not acceptable for submission of bid by the system.

4. Clarification of Bid:

The Bidder may seek clarification on-line within the specified period. However, the management will clarify as far as possible the relevant queries.

5. On-line user portal agreement:

The Bidders have to accept the on-line user portal agreement, which contains the acceptance of all the Terms and Conditions of NIT and tender document, undertakings and the e-Procurement system through <https://coalindiatenders.nic.in> in order to become an eligible Bidder. This will be a part of the Agreement.

7. Eligible Bidders:

1. The Invitation for Bid is open to all Bidders including an Individual, Proprietorship firm, Partnership firm, Company registered under Companies Act or Joint Ventures (JV). The Bidders shall be eligible to participate only if they fulfill the qualifying/eligibility criteria specified in NIT.

2. Joint Venture (JV): Two or three Companies/Contractors may jointly undertake contract/contracts. Each entity will be jointly and severally responsible for completing the task as per the contract.

Joint Venture details:

Name of all members of a JV (not more than 3):

1. Lead Member (minimum participation share – 50%)
2. Member (minimum participation share – 20%)
3. Member (minimum participation share – 20%)

Joint Venture must comply the following requirements:

- i. The qualifying criteria parameter e.g. experience, financial resources (of the relevant period) and the equipment/fleet strength of the individual member of the JV will be added together and the total criteria should not be less than as spelt out in qualifying/eligibility criteria as specified in e-tender Notice. However, the required Working Capital shall be met by individual members of JV as spelt out in the relevant Clause.
- ii. The formation of JV or change in the JV character/ members after submission of the bid and any change in the bidding regarding JV will not be permitted.
- iii. The bid, and in case of a successful bid - the Agreement, shall be signed so as to legally bind all members jointly and severally and any bid shall be submitted with a copy of the JV Agreement providing the joint and several liabilities with respect to the contract.
- iv. The pre-qualification of a JV does not necessarily pre-qualify any of its member individually or as a member in any other JV. In case of dissolution of a JV, each one of the constituent firms may pre-qualify if they meet all the pre-qualification requirements, subject to written approval of the employer.
- v. The bid submission must include documentary evidence to the relationship between JV members in the form of JV Agreement to legally bind all members jointly and severally for the proposed Agreement which should set out the principles for the constitution, operation, responsibilities regarding work and financial arrangements, participation (percentage share in the total) and liabilities (joint and several) in respect of each and all of the firms in the JV. Such JV Agreement must evidence the commitment of the parties to bid for the facilities applied for (if pre-qualified) and to execute the contract for the facilities if their bid is successful.

- vi. One of the members shall be nominated as 'In-charge' of the contract and shall be designated as Lead Member. This authorization shall be evidenced by submitting with the bid a Power of Attorney signed by legally authorized signatories of all the members.
- vii. The JV must provide that the Lead Member shall be authorized to incur liabilities and receive instructions for and on behalf of any and all members of the JV and the entire execution of the contract shall be done with active participation of the Lead Member.
- viii. The contract agreement should be signed by each JV members. Subsequent declarations/letters/documents shall be signed by Lead Member authorized to sign on behalf of the JV or authorized signatory on behalf of JV.
- ix. The bid should be digitally signed by a person authorized by all the members of the JV.
- x. An entity can be a member in only one JV. Bid submitted by JVs including the same entity as member will be rejected.
- xi. The JV Agreement may specify the share of each individual member for the purpose of execution of this contract. This is required only for the sole purpose of apportioning the value of the contract to that extent to individual member for subsequent submission in other bids if he intends to do so for the purpose of the qualification in that Bid.
- xii. The JV agreement must specifically state that it is valid for the project for which bidding is done. If JV breaks up midway before award of work and during bid validity period, bid will be rejected.

If JV breaks up midway before award of work and during bid validity/after award of work/during pendency of contract, in addition to normal penalties as per provision of bid document, all the members of the JV shall be debarred from participating in future bids for a minimum period of 12 months.

- xiii. JV Agreement shall be registered in accordance with law so as to be legally valid and binding on the members before making any payment.

Note: If the work is awarded to a JV firm, they will register the JV Agreement under Registration Act in accordance with law.

- xiv. JV shall open a bank account in the name of JV and all payments due to the JV shall be credited by employer to that account only. To facilitate statutory deductions all statutory documents like PAN, GST registration etc. shall be submitted by JV before making any payment.
- xv. The JV must enroll in the e-Procurement portal with the name of the firm as appearing in the JV agreement.
- xvi. If a Bidder participates as Joint Venture (JV), the benefits as per Public Procurement Policy for MSEs Order-2012 shall not be applicable for them.

3. Procurement from Micro and Small Enterprises (MSEs) shall be applicable for Service Tenders in accordance to the notification of Govt. of India and including its amendment(s) as notified by GoI from time to time.

4. Preference to Make in India (as applicable) vide Order No. P-45021/2/2017-PP (BE-II) issued by Govt. of India as amended from time to time shall be applicable.

8. Eligibility Criteria to qualify for the award of contract and data/supporting documents to be uploaded online.

8.1 Eligibility criteria to qualify for award of the contract-

a. Qualification Criteria:

1. The Bidder must have at least 10 qualified Chartered / Cost Accountants who should be partners or on the roll of the firm as on 01.01.2022 and at least 7 of them must be Certificate of Practice (COP) holders.
2. A list, showing the name of qualified Chartered / Cost Accountants who are the partners or on roll of the firm as on 01.01.2022, should be certified by the firm under seal or through Notary Public.

Information to be furnished online:

Confirmation in the form of Yes/No regarding possessing of required document as enlisted in NIT

with respect to List containing the name of qualified Chartered / Cost Accountants.

Supporting Documents to be uploaded online:

List containing the name of qualified Chartered / Cost Accountants certified by the firm under seal or through Notary.

- b. PAN Card:** PAN card issued by Income Tax department, Govt. of India (In case of JV, PAN card for each Indian partner of JV and Verifiable Tax Residency Certificate of respective country for each foreign partner or JV itself).

Information to be furnished online:

In respect of the above eligibility criteria the Bidders are required to furnish the confirmation of possessing the Permanent Account Number (PAN), in the form of Yes/No.

Supporting Documents to be uploaded online (in BIDDER SPACE / MY DOCUMENT):

PAN card issued by Income Tax department, Govt. of India.

Note: In case of JV, each Indian member of JV should possess PAN and each foreign member should possess Verifiable Tax Residency Certificate of respective country or JV itself should possess PAN.

- c. GST Registration** (Not Applicable for Exempted Services): The Bidder should be either
GST Registered Bidder under regular scheme.
OR
GST Registered Bidder under composition scheme
OR
GST unregistered Bidder during bid submission as per above.

Information to be furnished online:

1. Confirmation in the form of Yes/No regarding possessing of required document as enlisted in NIT with respect to GST status of the Bidder.
2. Status of the Bidder in the BOQ excel sheet being uploaded by the Bidder during bid submission as per above.

Supporting Documents to be uploaded online (in BIDDER SPACE / MY DOCUMENT):

The following documents depending upon the status w.r.to GST as declared by Bidder in the BOQ sheet:

- a) Status: GST registered Bidder under regular scheme

Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.

- b) Status: GST registered Bidder under composition scheme.

Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.

- c) Status: GST unregistered Bidder:

Document: A Certificate with UDIN from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India certifying that the Bidder is GST unregistered Bidder in compliance with the relevant GST rules of India.

[In case of JV, a Certificate with UDIN from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India confirming the status of JV w.r.to GST in compliance with relevant GST rules or GST Registration Certificate of JV].

Note: - If turnover of Bidder exceeds exemption limit, the Bidder must have GST registration as

per GST Act and rules.

- d. Legal Status of the Bidder:** The Bidder should be Individual/ Proprietorship firm/ Partnership firm/ Company registered under Companies Act/Joint Venture.

Supporting Documents to be uploaded online (in BIDDER SPACE / MY DOCUMENT):

1. Affidavit or any other document to prove Proprietorship/Individual status of the Bidder.
2. Partnership deed containing name of partners.
3. Memorandum & Article of Association with certificate of incorporation containing name of Bidder.
4. Joint Venture agreement as per the format given in the bid document.
 - i) Power of Attorney to the Lead partner.
 - ii) The document(s) regarding legal status of all the individual partners of JV as mentioned in Sl. No.1 or 2 or 3 above, as applicable and
 - iii) Authorization to all the signatories of JV agreement by the respective partners of JV either in the form of Power of Attorney or any sort of legally acceptable document as applicable.

- e. DIGITAL SIGNATURE CERTIFICATE (DSC):** The Bidders have to get themselves registered online on the e-Procurement portal of CIL (<https://coalindiatenders.gov.in>) with valid Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA. The registration should be in the name of Bidder, whereas DSC holder may be either Bidder himself or his duly authorized person

If the bidder himself is the valid DSC holder bidding online then self-declaration as per the DSC Authorization format. However, if the DSC holder is bidding online on behalf of the Bidder then the Power of Attorney or any sort of legally acceptable document for the authority to bid on behalf of the Bidder.

Confirmation in the form of Yes/No through GTE template regarding possessing of Digital Signature Certificate

- f. Written Consent regarding Arbitration:** Written Consent regarding Arbitration on the Bidder's Letter Head as per the format given in the bid document.

Note:

- a) In case of Proprietorship firm or Limited Company, this document is digitally signed by the DSC holder authorized by the Bidder in case of Proprietorship or Director(s) Managing Director of Limited Company in case of Limited Company. Hence no physical signature is required.
- b) In case of Partnership firm/Joint Venture (JV), this document is to be signed by all the partners of the partnership firm/Joint Venture (JV).

- g. Letter of Bid (LOB):** The Letter of Bid addressed to the Tender Inviting Authority (TIA) will be given in Tender document containing name of the work, NIT No., Tender ID. This will be the covering letter of the Bidder for his submitted bid. The Bidders have to accept unconditionally the Letter of Bid in GTE (General Technical Evaluation) at the time of bid submission. This online acceptance during bidding through GTE shall be construed as submission of LOB by bidder.

- h. Restrictions on Public Procurement from certain countries:**

The Undertaking of the Bidder regarding compliance to order No.F.No.6/18/2019-PPD dt 23/7/2020 as amended from time to time of Ministry of Finance, Dept of Expenditure, Public Procurement Division with respect to restrictions on procurement of goods, services or works from a Bidder of a country which shares a land border with India and on sub-contracting to Contractors

from such countries will be given in the tender document. The Bidders have to accept unconditionally this condition in GTE (General Technical Evaluation) at the time of bid submission. This online acceptance during bidding through GTE shall be construed as acceptance of the Bidder for fulfilment of the requirements towards eligibility under this provision.

- i. **Undertaking:** An undertaking is to be given on Bidder's letter head online as per the format given in the bid document.
- j. The MSEs are required to submit copy of documentary evidence, issued by their registering authority whether they are small enterprise or micro enterprise as per provisions of Public Procurement Policy for Micro and Small Enterprise (MSEs) Order, 2012 with latest guidelines/clarifications provided by MoMSME.
- k. Purchase Preference under 'Make in India' Policy for "Local supplier".
Preference to Make in India (as applicable) vide Order No. P-45021/2/2017-PP (BE-II) dated 16.09.2020, issued by Govt. of India as amended from time to time shall be applicable.

In terms of the above said policy, purchase preference shall be given to Class-I local supplier.

In terms with the above said policy, Class-I local suppliers and Class-II local suppliers shall be eligible to bid.

The definitions of Class-I Local Supplier, Class-II local supplier, Non-Local supplier, Local Content and Margin of Purchase Preference as per above mentioned Order are as follows: -

- A. 'Class-I local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 50%, as defined under said order.
- B. 'Class-II local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 20% but less than 50%, as defined under said order.
- C. 'Non-Local supplier' means a supplier or service provider, whose goods, services or works offered for procurement, has local content less than 20% as defined under said order
- D. 'Local Content' means the amount of value added in India which shall be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.
- E. 'Margin of Purchase Preference' means the maximum extent to which the price quoted by a Class-I local supplier may be above the L1 for the purpose of purchase preference. The margin of purchase preference is 20%

In respect of the above eligibility criteria the bidder is required to furnish the following information online:

Confirmation in the form of Yes/No regarding possessing of required document indicating percentage of local content as enlisted in NIT.

Note:-

- a) If the estimated value of Procurement is less than Rs. 10 crores, all the Bidders at the time of bidding shall submit either self-certification indicating the percentage of local content in the offered items in Undertaking as per format.
- b) If the estimated value of procurement is more than Rs. 10 crores, all the Bidders shall submit along with its bid a certificate from the statutory auditor or cost auditor of the Company (in case of companies) or from a practicing cost accountant or practicing chartered account (in respect of suppliers other than companies) giving the percentage of local content.

Scanned copy of documents to be uploaded by bidder(s) in support of information / declaration furnished online by the bidder against Eligibility Criteria as Confirmatory Document.

8.2 Even though the Bidders meet the above eligibility criteria, they are subject to be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements.

8.3 If the Bidder is a Subsidiary of a Company, the experience and resources of the Holding Company or its other Subsidiaries will not be taken into account. However, if the Bidder is a Holding Company, the experience and resources of its wholly owned Subsidiaries will be taken into consideration.

Notes: The documents to be furnished by the Bidder to prove that he is satisfying the eligibility criteria laid down should all be in the Bidders name except in cases where though the name has changed, owners continued to remain the same and in cases of amalgamation of entities and when a Holding Company relies on the credentials of its wholly owned Subsidiaries.

8.4 Sub-Contractors experience and resources will not be taken into account in determining the Bidder's compliance with eligibility criteria.

8.5 CHECK LIST OF DOCUMENTS TO BE UPLOADED BY THE BIDDERS

i. Confirmatory Documents (Cover documents):

| Sl. No. | Eligibility Criteria | Information to be furnished by Bidder on line | Scanned copy of documents to be uploaded by bidders in support of information/ declaration furnished online by the bidder against Eligibility Criteria as Confirmatory Document. |
|---------|--|---|--|
| 1. | QUALIFICATION CRITERIA | Confirmation in the form of Yes/No regarding possessing of required document as enlisted in NIT with respect to List containing the name of qualified Chartered / Cost Accountants. | <p>1. The Bidder must have at least 10 qualified Chartered / Cost Accountants who should be partners or on the roll of the firm as on 01.01.2022 and at least 7 of them must be Certificate of Practice (COP) holders.</p> <p>2. A list, showing the name of qualified Chartered / Cost Accountants who are the partners or on roll of the firm as on 01.01.2022, should be certified by the firm under seal or through Notary Public.</p> |
| 2. | VALID DIGITAL SIGNATURE CERTIFICATE | Confirmation in the form of Yes/No through GTE template regarding possessing of Digital Signature Certificate | <p>i. <u>Own DSC:</u> If the bidder himself is the valid DSC holder bidding online then self-declaration as per the <i>DSC Authorization format</i>.</p> <p>ii. <u>Other DSC:</u> If the valid DSC holder is bidding online on behalf of the bidder then the Power of Attorney as per the <i>DSC Authorization format</i> or any sort of legally acceptable document for the authority to bid on behalf of the bidder.</p> |

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| 3. | MSE REGISTRATION CERTIFICATE AND SC/ST CERTIFICATE | Confirmation in the form of Yes/No as unconditional acceptance in GTE | <p>i. The MSEs are required to submit copy of documentary evidence, issued by their registering authority i.e. District Industries Centers (DICs)/ Khadi & Village Industries Commission (KVIC)/ Khadi & Village Industries Board (KVIB)/ Coir Board/ NSIC/ Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small & Medium Enterprises (MoMSME) whether they are small enterprise or micro enterprise as per provisions of Public Procurement Policy for Micro and Small Enterprise (MSEs) Order, 2012 with latest guidelines/clarifications provided by MoMSME.</p> <p>ii. n case of SC/ST owned MSE, an additional document of SC/ST certificate issued by District Authority must be submitted by the bidder in addition to MSE registration certificate</p> <p>NOTE: Other bidders are required to upload declaration on letter head stating that they do not belong to MSE category.</p> |
| 4. | LOCAL SUPPLIER STATUS OF THE BIDDER | Confirmation in the form of Yes/No regarding possessing of required document indicating percentage of local content as enlisted in NIT. | <p>I. If the estimated value of Procurement is less than Rs. 10 crores, all the Bidders at the time of bidding shall submit either self-certification indicating the percentage of local content in the offered items.</p> <p>II. If the estimated value of procurement is more than Rs. 10 crores, all the Bidders shall submit along with its bid a certificate from the statutory auditor or cost auditor of the company (in case of companies) or from a practicing cost accountant or practicing chartered account (in respect of suppliers other than companies) giving the percentage of local content.</p> |
| 5. | An Undertaking on their letter head regarding relatives as employees of company, arbitration clause (in case of partnership firm), local supplier status of the Bidder etc. as per the format given in Tender Document. | | |
| NOTE: Only one file in .pdf format can be uploaded against each eligibility criteria. Any additional/ other relevant documents to support the information/declaration furnished by Bidder online against eligibility criteria may also be attached by the Bidder in the same file to be uploaded against respective eligibility criteria. | | | |

(ii) Confirmatory Document (From Bidder space/My document. *Not to be recycled*)

Other than the above Confirmatory documents, the Bidder has to upload the following documents in Bidder's space/ My Document / accept unconditionally in GTE (General Technical Evaluation) and no recycling will be done for these documents -

| S. No. | Document | Information to be furnished by Bidder on line in GTE | Scanned documents to be uploaded by Bidder in Bidder's space/ My Document |
|--------|---|---|---|
| 1. | LEGAL STATUS OF THE BIDDER | Confirmation in the form of Yes/No for possessing the supporting documents | Any one of the following documents: 1. Affidavit or any other document to prove proprietorship/ Individual status of the Bidder. 2.Partnership deed containing name of partners 3.Memorandum & Article of Association with certificate of incorporation containing name of Bidder 4. In case of Joint Venture i) Joint Venture agreement as per the format given in the bid document. ii) Power of Attorney to the Lead partner. iii) The document(s) regarding legal status of all the individual partners of JV as mentioned in Sl. No.1 or 2 or 3 above, as applicable and iv)Authorization to all the signatories of JV agreement by the respective partners of JV either in the form of Power of Attorney or any sort of legally acceptable document as applicable. |
| 2. | VALID PERMANENT ACCOUNT NUMBER (PAN) | Confirmation in the form of Yes/No for possessing the supporting documents | PAN card issued by Income Tax department, Govt. of India <i>(In case of JV, PAN card for each Indian partner of JV and Verifiable Tax Residency Certificate of respective country for each foreign partner or JV itself)</i> |
| 3. | GOODS AND SERVICES TAX (Not Applicable for Exempted Services) The Bidder should be | 1. Confirmation in the form of Yes/No regarding possessing of required document as enlisted in NIT with respect to GST status of the Bidder 2. Status of the Bidder in the BoQ excel sheet being | The following documents depending upon the status w.r.to GST as declared by Bidder in the BOQ sheet: a) Status: GST registered Bidder under regular scheme: Document: GST Registration Certificate (i.e. GST identification |

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| | <p>either GST Registered Bidder under regular scheme</p> <p>OR</p> <p>GST Registered Bidder under composition scheme</p> <p>OR</p> <p>GST unregistered Bidder</p> | <p>uploaded by the Bidder during bid submission as per previous column.</p> | <p>Number) issued by appropriate authority of India.</p> <p>b) Status: GST Registered Bidder under composition scheme</p> <p>Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.</p> <p>c) Status: GST unregistered Bidder:</p> <p>Document: A Certificate with UDIN from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India certifying that the Bidder is GST unregistered Bidder in compliance with the relevant GST rules of India.</p> <p><i>[In case of JV a Certificate with UDIN from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India confirming the status of JV w.r.to GST in compliance with relevant GST rules or GST Registration Certificate of JV]</i></p> <p>Note:</p> <p>1. If turnover of Bidder exceeds exemption/threshold limit, the Bidder must have GST registration as per GST Act and rules.</p> |
| 4. | <p>Letter of Bid and Undertaking regarding genuineness of the information furnished online and authenticity of the documents uploaded online in support of his eligibility as per the format given in Tender Document.</p> | <p>Confirmation in the form of Yes/No for unconditional acceptance in GTE</p> | <p>NIL</p> |
| <p>NOTE: Only one file in .pdf format can be uploaded against each eligibility criteria. Any additional/ other relevant documents to support the information/declaration furnished by Bidder online against eligibility criteria may also be attached by the Bidder in the same file to be uploaded against respective eligibility criteria.</p> | | | |

9. General Instructions for Submission of Bid (As per e-Procurement Guidelines)

- a. All the bids are to be submitted online on e-procurement portal of CIL. No bid shall be accepted offline.

- b. In order to submit the Bid, the Bidders have to get themselves registered online on the e-Procurement portal of CIL with valid Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA. The online Registration of the Bidders on the portal will be free of cost and one-time activity only. **The registration should be in the name of Bidder, whereas DSC holder may be either Bidder himself or his duly authorized person.** The Bidder is one whose name will appear as Bidder in the e-Procurement Portal.
- c. The Bidders have to accept unconditionally the online user portal agreement which contains the acceptance of all the Terms and Conditions of NIT including General and Special Terms & Conditions and other conditions, if any, along with on-line undertaking in support of the authenticity of the declarations regarding the facts, figures, information and documents furnished by the Bidder on-line in order to become an eligible Bidder. **No conditional bid shall be accepted.**
- d. **Letter of Bid:** The Letter of Bid addressed to the Tender Inviting Authority (TIA) will be given in Tender document containing name of the work, NIT No., Tender ID. This will be the covering letter of the Bidder for his submitted bid. The Bidders have to accept unconditionally the Letter of Bid in GTE (General Technical Evaluation) at the time of bid submission. This online acceptance during bidding through GTE shall be construed as submission of LOB by bidder.
- e. **Confirmatory Documents:**
All the Confirmatory documents as enlisted in the NIT in support of online information furnished by the Bidder are to be uploaded in Cover-I by the Bidder while submitting the bid online.
- f. **Price Bid (in Cover-II):**
The Price bid containing the Bill of Quantity will be in Excel format (password protected) and will be uploaded during tender creation. This will be downloaded by the Bidder and he will quote the rates for all items on this Excel file. Thereafter, the Bidder will upload the same Excel file during bid submission in Cover-II. The Price-bid will be in **Percentage Rate** BOQ format and the Bidder will have to quote for all the tendered items and the L-1 will be decided on overall quoted value. The Price-bids of the Bidders will have no condition. The Price Bid which is incomplete and not submitted as per instruction given above will be rejected. Any alteration/modification in the Excel format may lead to rejection of bid.

10. Validity Period of Offer

The rates offered in Part II (Price Bid) should be valid for **120 days** from the last date of submission of Bid.

11. Opening of Bids

As per provisions in the NIT in line with e-Procurement Guidelines.

12. The Company is not under any obligation to accept the lowest Bid/Bids and reserves the right to reject any or all the Bids without assigning any reason whatsoever, and also to distribute the work and allot the work/works to more than one Bidder or accept the tender in part and not in its entirety, at its sole discretion.
13. The Company reserves the right to extend the date of submission and opening of bid or to cancel the bid without assigning any reason whatsoever.

Any addendum/corrigendum/date extension etc. in respect of above tender shall be issued on our website **<https://coalindiatenders.nic.in>** only. No separate notification shall be issued in the press. Bidders are therefore requested to visit our website regularly to keep themselves updated.

14. A) User portal agreement of e-Procurement portal shall be made a part of Contract document.

B) The provisions regarding notification of award, formation of agreement, acceptance/rejection of Bid, cancellation/award with respect to the Tender etc. shall be the Part of NIT.

15. Biometric Attendance System: The contractor should get the attendance of their employee booked in their own installed biometric attendance system for transparency and accountability

16. Help for participating in e-Tender:

The detailed method for participating in the e-Procurement is available on links “Help for Contractor” and “Bidders Manual Kit” in CIL’s e-Procurement portal. The bidders may also seek help from the following:

| Type of Support | Contact Persons | Contact Numbers |
|---|-----------------------------------|--|
| Tender Inviting Authority (TIA) <i>(For Tender Related Assistance)</i> | Sri Naresh Kumar Saha | 9434795603 |
| NIC Support Team <i>(For Portal Related Assistance)</i> | Customer Care 24X7 Toll Free | 0120-4001 002 0120-4200 462 0120-4001 005 0120-6277 787 e-Mail: support-eproc@nic.in |
| ECL FMP Helpdesk <i>(For Technical Assistance)</i> | 1) Mr. Rajib Srimany | 8695467690 |
| | 2) Mr. Sayed Maruf Ahamad Kirmani | 7278770599 |

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**General Manager (Prod/CSM/Blasting)
Eastern Coalfields Limited**

Distribution:-

1. C M D, ECL –for kind information
2. D(P)/D(F)/D(T) OP/ D(T) P&P, ECL for kind information
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5. GM(P&P)/ GM(F)I/C/GM(C)/GM(P&IR)/GM(IED)/GM(Excv)/GM(M&S)/GM (Safety)-ECL/HQ.
6. GMs - All Areas of ECL
7. Dy. PRM, ECL/HQ - with the request to arrange for display in website of ECL & Govt. Portal/Tender Digest at the earliest.
8. Hony. Secretary - Builders' Association of India, Asansol Center. C/o. Sri J.C. Lal, M/s.Linkers India, Lithuria Road, Neamatpur, P.O. Sitarampur - 713 359.
9. President, Coal & Steel Chamber of Commerce & Industries, P.O. Ukhra, Dist. Burdwan (WB).
10. NOTICE BOARD