

DELHI METRO RAIL CORPORATION LIMITED

Our Ref:

Date: 16.10.2026

TO

FROM

Managing Director,
Delhi Metro Rail Corporation Ltd,
NBCC Place,
Bhishma Pitamah Marg,
Pragati Vihar,
New Delhi - 110003

DELHI METRO RAIL CORPORATION LIMITED

**DESIGN, MANUFACTURE, SUPPLY, TESTING, COMMISSIONING AND
TRAINING OF 60 No. STANDARD GAUGE CARS AND COMPREHENSIVE
MAINTENANCE OF THESE 60 NUMBERS OF STANDARD GAUGE CARS AS WELL
AS DEPOT M&Ps, SPECIAL TOOLS, JIGS AND FIXTURES, TESTING AND
DIAGNOSTIC EQUIPMENT AND TEST BENCHES, MATERIAL HANDLING
EQUIPMENT ETC., FOR A PERIOD OF 15 YEARS FOR HYDERABAD METRO
PROJECT**

TENDER 'HRS1'**NOTICE OF INVITATION TO TENDER (NIT)****1.1.1. General**

Delhi Metro Rail Corporation Ltd. (DMRC) invites open e-tenders from agencies on international competitive bidding (ICB) basis for the design, manufacture, supply, testing, commissioning and training of standard gauge cars for the project and Comprehensive Maintenance of these 60 numbers of standard gauge cars as well as Depot M&Ps, special tools, jigs and fixtures, testing and diagnostic equipment and test benches, material handling equipment etc., for a period of 15 years.

Hyderabad Metro Rail Limited (HRML) is the Owner of the Project and the Executing Agency for the Proposed financing from Government of Telangana. HRML (the "Owner")

has entered into an Agreement with Delhi Metro International Limited (DMIL) for carrying out the procurement process and implementing this contract on behalf of HMRL. DMIL has entered in an agreement with DMRC for execution of the above work. DMRC is a 50:50 joint venture of Government of India and Government of National Capital Territory of Delhi. In accordance with the above arrangement, DMRC (the "Project implementation Agency/Purchaser/Employer") on behalf of Hyderabad Metro Rail Limited (HMRL the "Owner") invites sealed bids from eligible bidders for the procurement of goods.

The Tender Documents describing the Scope of Work and the Terms and Conditions for the Contract are enclosed with this Notice of Invitation.

Proposals for this Tender are being called by the Delhi Metro Rail Corporation Limited.

Tender Documents comprise four volumes:

Volume 1

- Notice of Invitation to Tender
- Initial Filter Evaluation Criteria
- Initial Filter Questionnaire
- Instructions to Tenderers (including Annexures)
- Form of Tender (including Appendices)

Volume 2

- General Conditions of Contract
- Special Conditions of Contract (including Schedules)

Volume 3

- Employer's Requirements – General Specification
- Employer's Requirements – Technical Specification

Volume 4

- Tender Drawings
- Safety, Health and Environment Manual

1.1.2. Key details:

a.	Approximate cost of work	INR 923.62 Crores/INR 9236.20 Million (inclusive of all taxes & duties except GST)
b.	Tender Security amount	INR 10 Million (1 Crore) The payment of Tender Security is to be done only by Demand Draft, Pay order (Banker's Cheque), Fixed Deposit Receipt (FDR), Bank

		Guarantee, RTGS, NEFT & IMPS transactions, Bidders shall upload the scanned copies of transaction of payment of tender security/EMD including e-receipt (clearly indicating UTR No. and tender reference i.e. Bid 'HRS1' must be entered in remarks at the time of online transaction of payment, failing which payment may not be considered) to be uploaded in online bid submission. The detail of bank account of DMRC is mentioned below this table. Note: Bidders to note that the payment of tender security shall be made from the account of bidder only. However, in case of JV/Consortium, the tender security can either be paid from JV/Consortium account or one of the constituent members of JV/Consortium. If tender security has been made from other than the account mentioned above, same shall not be accepted and all such bids shall be considered ineligible and summarily rejected. For further details, clause C17 of ITT may be referred.				
c.	Expected Completion period of the Work	<table><tr><th>Description</th><th>Time for Completion</th></tr><tr><td>Defects Liability Period</td><td> DLP shall start from the Taking Over of the First Trainset and will continue for a period of 24 months from the date of issue of Taking over Certificate for the Last Trainset (including the last Train Set of increased Quantity, if quantity variation option is exercised). Original Time for Completion: The Time Period of Completion is 125 weeks (Design, Manufacture, Supply, Testing and Commissioning) plus 24 Months of DLP from taking over the Last Trainset." Revised Time of Completion if Quantity Variation option is </td></tr></table>	Description	Time for Completion	Defects Liability Period	DLP shall start from the Taking Over of the First Trainset and will continue for a period of 24 months from the date of issue of Taking over Certificate for the Last Trainset (including the last Train Set of increased Quantity, if quantity variation option is exercised). Original Time for Completion: The Time Period of Completion is 125 weeks (Design, Manufacture, Supply, Testing and Commissioning) plus 24 Months of DLP from taking over the Last Trainset." Revised Time of Completion if Quantity Variation option is
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		exercised: The Time Period of Completion is 128 weeks (Design, Manufacture, Supply, Testing and Commissioning) plus 24 Months of DLP from taking over the Last Trainset."
		Defects Liability and Maintenance Period (DLMP) Defects Liability and Maintenance Period (DLMP) of each Trainset shall start from the Date of issue of Taking Over Certificate for that Trainset and will continue for a period of 15 Years. DLP shall be a Subset of DLMP.
		The detailed Time Schedule is attached as Attachment to Appendix FT-1
d.	Tender documents Download / Sale date	From 16.10.2026 to 15.01.2027 (up to 1500 Hrs Indian Standard Time (IST)) on e-tendering website https://eprocure.gov.in/eprocure/app. Bid documents can only be obtained after registration of bidders on the CPP Portal of Govt. of India or e-tendering website https://eprocure.gov.in/eprocure/app. Tender document can be obtained online after registration of tenderer on the website https://eprocure.gov.in/eprocure/app. For further information in this regard bidders are advised to contact on 0120-4200 462, 0120-4001 002/5, 0120-6277 787 or 011-23417910/12.
e.	Cost of Tender documents	Pay a non-refundable fee of INR 23,600/- (Indian Rupees Twenty-Three Thousand Six Hundred only). The instrument type for payment of bid fee/bidding document cost is to be done only by RTGS, NEFT or IMPS. No other mode of payment will be accepted. The bidders will be required to submit copies of transaction of payment of tender fee/tender document cost including e-receipt (clearly indicating UTR no. and bid reference i.e. Bid 'HRS1' must be entered in remarks at the time of online transaction of payment, failing which payment may not be considered) before the last date and time of submission of bid in the office of Sr. General Manager/Rolling Stock-III/ (Sr.

		GM/RS-III/) at below mentioned address.	
f.	Last date of Seeking Clarification	23.11.2026 upto 11:00hrs Indian Standard Time (IST) Bidders to note that seeking clarification on the tender shall be done by sending it either on registered official email id of DMRC i.e. tenderhrs1@dmrc.org or on e-tendering portal only. Seeking clarification by fax or post will not be considered. Queries/clarifications from bidders after due date and time shall not be acknowledged.	
g.	Pre-bid Meeting	23.11.2026 at 15:00 hrs Indian Standard Time (IST) Address: Delhi Metro Rail Corporation Ltd. 3rd Floor, East Tower, NBCC Place Bhishma Pitamah Marg, Pragati Vihar, New Delhi 110003 (India). Telephone: +91 11 24365843	
h.	Last date of issuing addendum and DMRC's response to queries	14.12.2026	
i.	Date & time of Submission of Tender	For submission of Bid online on https://eprocure.gov.in/eprocure/app	18.01.2027 upto 15:00 Hrs Indian Standard Time (IST).
		For submission of part of Technical bid offline	19.01.2027 upto 1500 hours Indian Standard Time (IST)
j.	Date & time of opening of Tender	19.01.2027 @ 15:05 Hrs Indian Standard Time (IST) .	
k.	Type of Tender	Open Tender - Two Bid System (Technical & Financial)	
l.	Tender Validity	180 days from the last date of submission of tender (as per clause C16 of ITT)	

m.	Security Deposit/ Performance Guarantee/ Performance Security	10% of accepted value of work (LOA) including of Tax & Duties (As per Clause no. F5 of ITT & Clause 4.2 of GCC)
n.	Validity of Security Deposit/ Performance Guarantee/ Performance Security	06 months beyond Defect Liability Period - as per Clause no. F5 of ITT & Clause 4.2 of GCC
o.	Authority and place for submission of Tender Document cost and seeking clarifications	Sr. General Manager/Rolling Stock-III Delhi Metro Rail Corporation Ltd., 3 rd Floor, NBCC Place, Bhishma Pitamah Marg, Pragati Vihar, New Delhi, - 110003

1. **Bank Details:** To facilitate transaction through RTGS, NEFT or IMPS, the details of following bank account of Delhi Metro Rail Corporation Limited are as under:

Name of the Bank	Bank's address	Account Name & No.	Account Type	IFSC Code
ICICI Bank	9A, Phelps Building, Connaught Place, New Delhi-110001	DMRC Ltd, Tender Cell A/C, 000705045337	Current	ICIC0000007

Please note carefully the requirements for submitting tenders, and the date and time for submittal. Late or delayed tenders will not be accepted.

Bidders shall upload the scanned copies of transaction of payment of tender security/EMD including e-receipt (clearly indicating UTR No. and tender reference i.e. Bid 'HRS1' must be entered in remarks at the time of online transaction of payment, failing which payment may not be considered) to be uploaded in online bid submission. The detail of bank account of DMRC is mentioned above table.

Deliver bids (part of Technical Bid offline):

- at the following address: -
Sr. General Manager/Rolling Stock-III (Sr. GM/RS-III),
Delhi Metro Rail Corporation Ltd.
3rd Floor, East Tower, NBCC Place
Bhishma Pitamah Marg, Pragati Vihar, New Delhi 110003 (India).
Telephone: +91 11 24365843

on or before 19/01/2027, 1500 hours Indian Standard Time (IST) The Tenderer shall submit with his Tender a Tender Guarantee for a sum as specified in Appendix FT-1 to Form of Tender in the form of Demand Draft, Pay order (Banker's Cheque), Fixed Deposit Receipt (FDR), Bank Guarantee, RTGS, NEFT & IMPS transactions, issued in favour of "Delhi Metro Rail Corporation Ltd." payable at New Delhi or Fixed Deposit Receipt of a Scheduled Commercial Bank/Post office based in India duly pledged in favour of 'Delhi Metro Rail Corporation Ltd.' or in the form of an Irrevocable Bank Guarantee issued by a Schedule Commercial Bank based in India in the form given in Annexure ITT-4.

- In case of tenderer being a Joint Venture/Consortium, the Tender Guarantee shall be submitted in the name of Joint venture/ Consortium and not in name of individual members, failing which the tender shall be summarily rejected. The Tender Guarantee shall remain valid for a period as specified in Appendix FT-1 to Form of Tender.
- In the event of the specified deadline for submission of bid being declared a government holiday, the next official working day would be deemed as the last day for the submission of bid

Technical Bid will be opened at 1505 hours on 19/01/2027 in the presence of tenderer's representatives who choose to attend at the office of Sr. General Manager/Rolling Stock-III (Sr. GM/RS-III) as mentioned above, whereas the Price Bid shall remain locked on e-procurement portal. The Price Bid of only Technically Responsible and Qualified Bidders shall be opened after Technical Bid Evaluation, whereas, the Price Bid of those Bidders whose Technical Bid are not responsive and qualified shall not be opened.

Source of Funds: The procurement and comprehensive maintenance for 15 years of these cars will be funded by HMRL through Government of Telangana.

1.1.3 QUALIFICATION CRITERIA:

1.1.3.1 Eligible Applicants:

- i. The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies, corporations, consortia or joint ventures) who meet requisite eligibility criteria prescribed in the sub-clauses of Clause 1.1.3 of NIT. In the case of a JV or Consortium, all members of the Group shall be jointly and severally liable for the performance of whole contract. Also, each member shall be individually responsible for its duties as specified in the MOU/JV agreement submitted by the bidder in terms of clause 1.1.3.1 vii d.

Performance of each JV/Consortium partner shall also be judged on quarterly basis. In case, the performance of the partner(s) is not found satisfactory, actions as deemed appropriate by the Employer may be taken including termination of contract or termination of any of JV/ Consortium member(s) from

the contract i.e. Part Termination of the contract. In case of part termination of contract, the Performance Security(ies) submitted by the member(s) for their portion of work in contract as per their share in JV/Consortium shall be forfeited and the scope of the work/duties assigned to the defaulting JV/Consortium member(s) as per the MOU/ agreement submitted, may be terminated, however, same may be done by the Employer only if other member(s) of JV/Consortium are ready to complete the entire scope of work. In such a case, remaining works pertaining to the scope of defaulting member of JV, may be completed by other member(s) of JV in the following manner:

- (a) At their own, if they have adequate technical competence to the satisfaction of employer.
- (b) By subcontracting such scope of work of defaulting member(s) to technically competent Agency with the consent of Employer & without any financial implication to the Employer. In such cases, the limit of subcontracting the works up to 50% of total scope of work shall not apply.
- (c) By induction of new member having adequate technical competence and meeting the original tender eligibility conditions, acceptable to the Employer in JV/Consortium replacing the defaulting member(s) & without any financial implication to the Employer. The new member(s) shall be jointly & severally liable for the performance of the whole contract and also shall submit the Performance Security from their bank account for an amount equivalent to the amount of forfeited amount of Performance security of defaulting member.

In case of (a) & (b) above, forfeited amount of Performance Security (ies) of the defaulting member(s) shall be submitted by other member(s) of the JV/Consortium.

Further, the performance of each of JV/Consortium member may also be specifically stated in the Work Experience Certificate/performance Certificates which may be issued to the bidder during or after execution of Work for their Business Development purposes.

In this regard, an undertaking by JV/Consortium members is required to be submitted as per the format Appendix-20 of Form of Tender.

- ii.(a) A non-Indian bidder (not restricted as defined in Clause 1.1.3.1 x below) is permitted to tender only in a joint venture or consortium arrangement with Indian Contractor(s) or their wholly owned Indian subsidiary registered in India under Companies Act-2013. In such JV/Consortium, Indian contractor or Indian subsidiary (owned by foreign bidder) shall have minimum 74% participation and non-Indian bidder shall have maximum 26% participation.

- (b) A tenderer shall submit only one bid in the particular tendering process, either individually as a tenderer or as a partner of a JV/Consortium. A tenderer who submits or participates in, more than one bid will cause all of the proposals in which the tenderer has participated to be disqualified. No tenderer can be a sub-contractor while submitting a bid individually or as a partner of a JV/ Consortium in the same bidding process. A tenderer, if acting in the capacity of subcontractor in any bid, may participate in more than one bid, but only in that capacity.
- iii Tenderers shall not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Tenderers shall be considered to have a conflict of interest with one or more parties in this bidding process, if:
 - (a) A tenderer has been engaged by the Employer to provide consulting services for the preparation related to procurement for implementation of the project;
 - (b) A tenderer is any associates/affiliates (inclusive of parent firms) mentioned in sub- paragraph (a) above; or
 - (c) A tenderer lends, or temporarily seconds its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for an implementation of the project, if the personnel would be involved in any capacity on the same project.
- iv The payment of the tender cost is acceptable from any account. However, tenderer shall submit such transaction details along with their tender submission on e-portal. If the same transaction reference number has been submitted for more than one bids, all such bids shall be considered ineligible and summarily rejected.
- v (a) The tenderer should submit undertaking to this effect in Appendix-21 of Form of Tender and undertake that none of the Central/State government department/ public sector undertaking/other government entities or local body has banned business with tenderer (including any member in case of JV/consortium) as on the date of tender submission. Also none of the work has been rescinded / terminated by DMRC/Central or State Govt. Department/ Public Sector Undertaking/ other Govt entity or local bodies after award of contract to us during last 10 years due to our non-performance.
- v (b) Also no contract of the tenderer of the value more than 10% of NIT cost of work, executed either individually or in a JV/Consortium, should have been rescinded / terminated by DMRC/any other Metro Organization (100% owned

by Govt.) after award during last 03 years (from the last day of the previous month of tender submission) due to non- performance of the tenderer or any of JV/Consortium members. The tenderer should submit undertaking to this effect in Appendix-21 of Form of Tender.

- v(c) The overall performance of the tenderer (all members in case of JV/Consortium separately) shall be examined for all the ongoing Consultancy work awarded by DMRC/any other Metro Organization (100% owned by Govt.) of value more than 40% of NIT cost of work and also for all the completed Rolling Stock works awarded by DMRC/any other Metro Organization (100% owned by Govt.) within last one year (from the last day of the previous month of tender submission), of value more than 40% of NIT cost of work executed either individually or in a JV/Consortium. The tenderer shall provide list of all such works in the prescribed Performa given in Appendix-18 of the Form of Tender. The tenderer (all members in case of JV/Consortium separately) may either submit satisfactory performance certificate issued by the Client/Employer for the works or give an undertaking regarding satisfactory performance of the work with respect to completion of work/ execution of work (ongoing works) failing which their tender submission shall not be evaluated and the tenderer shall be considered non-responsive and non-compliant to the tender conditions. In case of non-submission of either satisfactory performance certificate from client/employer or undertaking of satisfactory performance of any of the above work, the performance of such work shall be treated as unsatisfactory while evaluating the overall performance of tenderer in terms of Note (b) of Appendix-18 of Form of Tender. In case of performance certificate issued by the client, same should not be older than three months (from the last day of the previous month of tender submission) for the ongoing works. In case the tenderer does not have any work in above criteria, his performance will not be judged unsatisfactory.
- v(d) Tenderer (including any member in case of JV/consortium) for the works awarded by DMRC/any other Metro Organization (100% owned by Govt.) must have been neither penalized with liquidated damages of 10% (or more) of the contract value due to delay nor imposed with penalty of 10% (or more) of the contract value due to any other reason in any works of value more than 10% of NIT cost of work, during last three years (from the last day of the previous month of tender submission). The tenderer should submit undertaking to this effect in Appendix-22 of Form of Tender.
- v(e) Tenderer (any member in case of JV/consortium) must not have suffered bankruptcy/insolvency during the last 05 years (from the last day of the previous month of tender submission). The tenderer should submit undertaking to this effect in Appendix-23 of Form of Tender.
- v(f) The tenderer (each individual member separately in case of JV/Consortium)

shall not have total amount of dispute in their pending litigation more than Fifty percent (50%) of the tenderer's net worth (each individual member separately in case of JV/Consortium).

The tenderer (each individual member separately in case of JV/Consortium) shall be examined for all pending litigation from all contracts completed or all ongoing contracts. The tenderer (each individual member separately in case of JV/Consortium) shall provide detailed information of all such pending litigations in the prescribed proforma given in Appendix-24 of Form of Tender.

The details of all pending litigation shall comprise of all pending arbitration cases and also all pending court cases irrespective of whether these litigations have been initiated by the tenderer against their employer/client or by the client/employer against the tenderer. The amount of disputes shall also comprise of all the claim amount and also all counter-claim amount in such arbitration/court cases.

- v (g) If the Tenderer or any of the constituent JV/Consortium member(s) does not meet the criteria stated in the Appendix-21 or Appendix-18 or Appendix-23 or Appendix-22 or pending litigation criteria as per Clause 1.1.3.1 v(f) in the Appendix-24 of Form of Tender, the tenderer including the constituent JV/Consortium member(s) shall be considered ineligible for participation in tender process and they shall be considered ineligible applicants in terms of Clause 1.1.3.1 of NIT.
- vi If there is any misrepresentation of facts with regards to undertaking submitted vide Appendix-21 of Form of Tender or performance in any of the works reported in the Appendix-18 or undertaking submitted vide Appendix-23 or Appendix-22 or information submitted in Appendix-24 of Form of Tender, the same will be considered as "fraudulent practice" under Clause 4.33.1 a (ii) of GCC and the tender submission of such tenderers will be rejected besides taking further action as per Clause 4.33.1 (b) and 13.2.1 of GCC.
- vii **LEAD PARTNER/NON-SUBSTANTIAL PARTNERS/CHANGE IN JV/ CONSORTIUM**

Please refer Initial Filter Evaluation Criteria of Volume 1.

- viii **Participation by Subsidiary Company/Parent Company with credential of Other Company**

Please refer Initial Filter Evaluation Criteria of Volume 1.

ix. Purchase Preference to Class-I local supplier/Preference to Make in India:

Refer ITT clause E 5.5.4 for details. FT -16 & 17

x. Restriction of Bidders from Countries sharing Land Borders with India under Rule 144 (xi) of the General Financial Rules (GFRs) 2017 issued under Order (Public Procurement No.4) No.F.7/10/2021- PPD (1) dated 23.02.2023 issued by Procurement Policy Division, Department of Expenditure, Ministry of Finance, Government of India: Few Salient features of this order are as below:

- a) Any bidder from a country which shares a land border with India will be eligible to bid as a member of a JV / Consortium only if the bidder is registered with the Competent Authority. Further, any bidder (including bidder from India) who has a specified Transfer of Technology (TOT) arrangement with an entity from a country which shares a land border with India, shall also require to be registered with the same Competent authority. The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal trade (DPIIT). Political & Security clearance from the Ministries of External and Home Affairs respectively will be mandatory. However, above condition shall not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Updated lists of countries to which lines of credit have been extended or in which development projects are undertaken are given in the website of the Ministry of External Affairs.
- b) In works contracts, including turnkey contracts, contractors shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the competent authority. *The definition of "contractor from a country which shares land border with India" shall be as in Para e (iv) below.*

[Note: Procurement of raw material, components, etc. does not constitute sub-contracting.]

- c) The registration shall be valid at the time of submission of bid and at the time of acceptance of bid. If the bidder was validly registered at the time of acceptance/placement of order, registration shall not be a relevant consideration during contract execution.
- d) Certificate of Compliance

An undertaking shall be taken from bidders as per **Appendix-25** and

Appendix-25A of FOT, certifying that the bidders fulfil all the requirements contained in the aforesaid clause.

e) Definitions:

- I. **"Bidder"** (including the term 'tenderer', 'consultant' 'vendor' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.
- II. "Transfer of Technology" means dissemination and transfer of all forms of commercially usable knowledge such as transfer of know-how, skills, technical expertise, designs, processes and procedures, trade secrets, which enables the acquirer of such technology to perform activities using the transferred technology independently. (Matters of interpretation of this term shall be referred to the Registration Committee constituted by the Department of industry and internal Trade, and the interpretation of the Committee shall be final.)
- III. "Specified Transfer of Technology" in this tender means a transfer of technology in the technologies, specified under Schedule-III (List of sensitive Technologies) of the order dated 23.02.2023 referred above.
- IV. **"Bidder (or entity) from a country which shares a land border with India"** means:
 1. An entity incorporated, established or registered in such a country; or
 2. A subsidiary of an entity incorporated, established or registered in such a country; or
 3. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 4. An entity whose beneficial owner is situated in such a country; or
 5. An Indian (or other) agent of such an entity; or
 6. A natural person who is a citizen of such a country; or
 7. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- V. **"Beneficial owner"** will be as under:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a **controlling**

ownership interest or who exercises **control** through other means.

Explanation—

- a) **"Controlling ownership interest"** means ownership of, or entitlement to, more than twenty-five per cent of shares or capital or profits of the company;
 - b) **"Control"** shall include the right to appoint the majority of the directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
 2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
 3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
 4. Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
 5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- VI. "Agent"** is a person employed to do any act for another, or to represent another in dealings with third persons.

1.1.3.2 Minimum Eligibility Criteria:

(A) Work Experience

Please refer ITT Clause A-3 & A-5, Initial Filter Evaluation Criteria and Initial Filter Evaluation of Volume 1.

(B) Financial Standing

Please refer initial filter evaluation criteria: section (B) - assessment topics of Volume 1

1.1.3.3 Bid Capacity Criteria:

Please refer initial filter evaluation criteria: section (c) - bid capacity evaluation of Volume 1

1.1.4 The Tender documents consist of:

Please refer: ITT section (B) - Tender Documents of Volume 1

INSTRUCTIONS REGARDING ONLINE BID SUBMISSION**1 Bidding Methodology:**

Single-stage Two-Bid System (Technical Part and Financial Part to be submitted at the same time) shall be followed.

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

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

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

2. Instructions for Online Bid Submission:

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

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

2.1. REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

2.2. SEARCHING FOR TENDER DOCUMENTS

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

2.3. PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the

number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

2.4. SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline/online" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

- 5) Bidders are requested to note that they should necessarily submit their financial 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 all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) 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.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for

any bid opening meetings.

2.5. ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
- 3) For any Technical queries related to Operation of the Central Public Procurement Portal Contact at:

Tel: The 24 x 7 Help Desk Number 0120-4200 462, 0120-4001 002/5, 0120-6277 787.

E-Mail: support-eproc[at]nic[dot]in

International bidders are requested to prefix +91 as country code.