SPECIAL INSTRUCTION TO BIDDERS

(Tender No: OC03000163-HIR)

1.0 COMMERCIAL LOADING/ REJECTION OF OFFERS IN CASE OF DEVIATIONS TO COMERCIAL TERMS & CONDITIONS:

1.1 Payment Term:

Deviation to Payment Term indicated in Agreed Terms & Conditions (ATC) shall be liable for rejection.

1.2 Performance Bank Guarantee (PBG):

In case a supplier offers to give a PBG for less than 10% of order value, or for a lesser period than what is specified in ATC of the Tender, loading shall be done for the differential amount and/ or the differential period.

For differential period/ amount loading, the following example will amplify the methodology (if Tender specifies 10% PBG for 24+3=27 months):

In case of differential period:

Description	Loading
10% for 27 months	No loading
10% for 24 months	10% x 3/27 = 1.11%
10% for 18 months	10% x 9/27 = 3.33%
10% for 12 months	10% x 15/27 = 5.56%
10% for 6 months	10% x 21/27 = 7.78%
No PBG	10 %

In case of Differential Amount:

Description	Loading
Amount Offered by Bidder 10%	No loading
Amount Offered by Bidder Less than 10%	Differential between the offered percentage and 10%

1.3 Price Reduction Clause for Delayed Delivery:

Description	Loading
½% of Delayed Order Value (DOV) up to maximum of 5% of Total Order Value (TOV).	No loading
½% of Delayed Order Value (DOV) up to maximum of 5% of Delayed Order Value (DOV).	2.5%
Other than the above 5%	5%

1.4 <u>IBR/ Third Party Inspection (TPI)/ Testing, Inspection, Freight & Transit Insurance charges</u>:

1.4.1 IBR/TPI inspection, Transportation & Arrangement of Transit Insurance are in supplier's scope. Suppliers to quote firm TPI/ Testing inspection Charge, Freight charge & Transit Insurance charge in BoQ.

1.4.2 **Incase supplier does not accept TPI / Testing, Inspection, Transportation & Transit Insurance in their scope, their offer shall be considered as incomplete and will be liable for rejection.**

1.5 <u>Delivery Period:</u>

1.5.1 The required delivery period will be as stipulated under Agreed Terms & Conditions (ATC) of Tender.

1.6 <u>Validity of Offer:</u>

1.6.1 Bid submitted by bidder shall remain firm and valid up to120 days from the final bid due date.
1.6.2 In case bidder offer's shorter validity and seeks to revise prices on being asked to extend the validity to meet validity requirement as per Tender, their offer shall be rejected.
1.6.3 In case bidder offers shorter validity and does not extend the validity against CQ, the offer shall be liable for rejection.

1.7 <u>PRICE IMPLICATIONS NOT PERMITTED</u>:

1.7.1 Any increase/ decrease in price submitted by Supplier after submission of offer without any query will be treated as unsolicited.
1.7.2 No Price implication shall be permitted against technical / commercial queries, which are clarificatory in nature without involving any change in scope / specifications. In case any vendor gives Price increase, the bidder shall be advised to withdraw such price increase, and if the vendor does not accept to withdraw price increase, his bid for corresponding item will be rejected.
1.7.3 In case of unsolicited price decrease, the Supplier offer shall be compared as per originally quoted prices and if the Supplier happens to be the recommended Supplier, the decrease in prices shall be taken into account for ordering.

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