Numaligarh Refinery Limited
(A Govt. of India Enterprise)

EXPRESSION OF INTEREST (EOI)

for

EPCG (Export Promotion Capital Goods) Consultant

(EOI NO.: EOI/C10/7927/005)

NUMALIGARH REFINERY LIMITED

INVITATION FOR EXPRESSION OF INTEREST

EOI No. : EOI/NRL/C10/7927/001 **Dated: 13.08.2021**

Dear Sir/Madam,

Numaligarh Refinery Limited invites Expression of Interest (EOI) **from reputed consultant/parties having expertise and experience for completing end to end process for obtaining EPCG (Export Promotion Capital Goods) authorization to avail duty exemption under Foreign Trade Policy.**

The EOI Document containing the details of submission requirement, brief objective & scope of work etc. can be downloaded from the website https://eprocure.gov.in.

Last date for online submission of response against this EOI is 28.08.2021.

The agencies shall have to participate in the tender which will be floated subsequently, after finalization of the technical specifications and Qualifying Criteria, prepared based on the response against this EOI.

Please find below the schedule of this Expression of Interest (EOI):

S. No.	Critical Dates	Date Time	
1.	Publishing Date	13.08.2021	
2.	Document Download Start Date	13.08.2021	5:00 PM
3.	EOI Submission Start Date	13.08.2021	5.00 PM
4.	Document Download End Date	29.08.2021	11.00 AM
5.	EOI Submission End Date	29.08.2021	11.00 AM
6.	EOI Opening Date	30.08.2021	11.00 AM

Note: NRL or any of its designates reserves the right to cancel this request for EOI and/or invite afresh with or without amendments, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is indicative and NRL reserves the right to amend/add further details in the EOI.

For any query against this EOI, you may contact SM (Project Comml.) at kaveri.hazarika@nrl.co.in.

Yours faithfully,

GM (Project Comml.)
For & on behalf of Numaligarh Refinery Limited

Encl.: EOI Document.

NUMALIGARH REFINERY LIMITED
EXPRESSION OF INTEREST

1. **Background:**

Numaligarh Refinery Ltd. (NRL) is a Government of India Enterprise, set up in the district of Golaghat, Assam in accordance with the provisions made in the historic Assam Accord signed on 15th August, 1985 as a vehicle for speedy industrial and economic development of the region. NRL owns and operates a crude oil refinery with rated capacity of 3MMTPA in Numaligarh, District Golaghat, Assam. The current shareholding pattern of the Company is: Oil India Ltd. 80.16%, Engineers India Ltd 4.37 % and Government of Assam 15.47%. Our product range includes High Speed Diesel (HSD), Liquid Petroleum Gas (LPG), Motor Spirit (MS), Aviation Turbine Fuel (ATF), Superior Kerosene Oil (SKO), Naphtha etc.

The Cabinet Committee on Economic Affairs has given its approval to the project for capacity expansion of Numaligarh Refinery from 3MMTPA (Million Metric Tonnes Per Annum) to 9MMTPA at Rs 22,594 crores in Jan 2019 . The expansion project which has been named as Numaligarh Refinery Expansion Project (NREP), includes installing a new refinery with crude processing capacity of 6MMTPA along with laying a crude oil pipeline from Paradip on the east coast of India to Numaligarh in order to transport imported crude oil. Post environmental clearance execution has started from August 2020.

NREP expansion project includes various units like Crude Distillation Unit/Vacuum Distillation Unit (CDU/VDU), Resid Processing & Treating Unit (RPTU), Diesel Hydrotreater (DHDT) Unit, Petro Fluid Catalyst Cracker (PFCC), MS Block, SRB (Sulphur Recovery Block) etc. Out of them units like DHDT, CDU/VDU, RPTU & PFCC have some nexus with the production of HSD (proposed export product). For setting-up of aforesaid 4 units, NRL will be importing various machineries, spares, catalyst etc. The foreign exchange outgo in respect of aforesaid 4 units will be approximately Rs. 2000/- crores on which approximate duty impact will be Rs. 425 Crores. The estimated number of import POs/EPCG Licenses will be 28 spreading over a period of 3 to 4 years. However actual foreign outgo and duty impact will be depending on actual import POs, their values and applicable laws on the date of transaction.

NRL is exporting HSD (High Speed Diesel) regularly to Bangladesh. Once expansion project gets completed volume of export shall go up. Accordingly. it is envisaged that NRL can avail EPCG benefits under foreign trade policy to reduce duty burden on the import component.

Majority of jobs shall be executed in EPCM mode. However few units shall be set up in EPC mode also. In order to avail EPCG benefits for import order placed by EPC, high sea sale agreement between NRL and EPC shall be required to be executed.

The purpose of inviting this EOI is to obtain interest from professionals to assist NRL in obtaining EPCG benefits for expansion project.

2. **Broad Indicative Scope of Work:**

The scope of work for engaging a consultant are as under:

- Obtaining EPCG Licence:
  - Submission of EPCG application along-with necessary supporting documents.
  - Coordination with chartered engineer for the certification to establish nexus.
  - Responding to queries & follow-up and convince DGFT to get EPCG licence within 45 days on receipt of complete documents from NRL.

- Registration of EPCG licence with Customs:
  - After receipt of licence, register the same with Customs before arrival of import consignment

- Facilitate CHA (Customs House Agent) for any difficulties during import for availing zero duty benefit.

❖ Installation of Machinery:
- Coordinate with Chartered Engineer to get Installation certificate.
- Submit the Installation certificate with DGFT & Customs every time as and when required.

❖ Annual filing with office of licensing authority in respect of the export performed based on the data shared by the NRL.

❖ Block filing with the office of the licencing authority in respect of the export performed, based on the data shared by NRL.

❖ Obtaining Export Obligation Discharge Certificate (EODC) from DGFT:
- After completion of export obligation, submit application with DGFT for Discharge Certificate
- Submit clubbing application with DGFT wherever required
- Follow-up with DGFT for any clarification and getting EODC

❖ Cancellation/release of EPCG Bond submitted before Customs:
- Submit application with Customs for Cancellation/release of EPCG Bond
- Follow-up with Customs and getting the bond released

❖ Extension of timeline in case NRL needs more time to fulfil of export obligation:
- Submit request for extension of period, if NRL unable to fulfil export obligation within 6 years wherever allowed.

❖ Responding to any statutory agency for difference of opinion:
- Submit reply if there is any difference of opinion with any statutory agency during pendency of this job.

Scope of work is indicative and may be revised based on requirements.

3. Who can participate in the EOI :

NRL hereby invites Expression of Interest from experienced and reputed prospective bidders meeting following pre-qualifying criteria for Engagement as a consultant for completing end to end process for obtaining EPCG authorization to avail duty exemption. Further consultant need to obtain discharge certificate from DGFT and to release the bonds from customs department.

Broad qualifying criteria for selection of EPCG Consultant are as follows:

a. Only bidders/agencies having the following credentials are requested to respond:

➢ The Bidder should not be a proprietorship firm. The Bidder should be a single legal entity registered in India as a Company under the Companies Act or a Partnership firm registered under the Partnership Act or a Limited Liability Partnership as defined in the Limited Liability Partnership Act.

- The Bidders/Agencies should comprise of Lawyers or Chartered Accountants or MBA having specialization in foreign trade.

- The Bidder has been in existence for more than 15 years. The bidders must have their Head Office / Branch Office in Kolkata and should have experiences of dealing with DGFT, Kolkata.

- The dealing partner/officer of bidder's firm should have relevant experience in dealing with various benefits under Indian Foreign Trade and he should have 15 years of experience in the relevant field on the last date of submission of EOI.

- The bidder should have completed providing services under foreign trade policy at least to 05 entities during three immediately preceding financial years.

- The bidder should have at least two work orders completed in last 3 years having duty exemption of Rs 15 crores or more each;

  OR

  The bidder should have at-least three work orders completed in last 3 years having duty exemption of Rs. 10 crores or more each.

  Value of duty exemption will be determined based on assistance provided by bidder to its client by obtaining EPCG license or getting discharge certificate or obtaining advance authorization. Duty exemption should be ascertained on the basis of suitable documents like copy of work order or engagement letter or on the basis of any suitable documentary evidences

- The bidder should have pool of chartered engineers who are familiar with refinery configuration so that bidder is capable of obtaining nexus certification, installation certificate etc.

b. The bidder shall have to comply with following terms:

- Have to submit proper documentary evidences in support of the pre-qualification criteria mentioned above.

4. Instructions to Vendors :

Interested agencies or service providers are requested to submit their Expression of Interest / Proposal, including the following:

i). Applicant's Expression of Interest as per Format-1.

ii). Details of the past credential for execution of similar work with documentary evidences in Format-2

iii). Details of the establishment:

a. Name and address of the firm / company.
b. Details of the profile of firm with staff pattern.
c. Name of the dealing person of the firm who will carry out the job.
d. Bio-data of the Managing Director / dealing person.
e. Certificate of registration of the firm / company.
f. Certificate of registration under GST.
g. Permanent Account Number (PAN).
h. Certified copies of the "Balance sheet" and "Trading & P/L A/c" for last three years.

iv). Any other details which is necessary for technical evaluation of the proposal.

v). Duly filled in Format -3 and Format-4.

vi). Respondents, after scrutiny of the documents submitted, might be called for a detailed presentation over video conference and to give a budgetary quotation to achieve the desired result.

vii). The application indicating the applicant's name/ address and telephone/ mobile number with the details of information as mentioned above should uploaded as per the procedure depicted at Annexure –I to this EOI.

The vendors are expected to examine all instructions, forms, terms and other details in the EOI document carefully. Failure to furnish complete information as mentioned in the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Vendor's risk and may result in rejection of the proposal.

5.0 Venue & Deadline for submission of proposal:

Proposal, in its complete form in all respects as specified in the EOI, must be submitted online as per the procedure mentioned herein (Refer Annexure I). In exceptional circumstances and at its discretion, NRL may extend the deadline for submission of proposals by issuing an amendment to be made available on the website, in which case all rights and obligations of NRL and the vendors previously subject to the original deadline will thereafter be subject to the deadline as extended.

6.0 Validity of Offer:

The offer for EOI as per this document shall be valid for a period of three (3) months initially which may be extended further if required by NRL.

7.0 Evaluation Methodology:

The Applications (i.e. EOI) of the bidders shall be evaluated by an authorized team on the basis of Pre-Qualifying Criteria, based on the documentary evidences submitted by the bidders and outcomes of discussion to be held after submission of expression of interest in the following steps:

(i) Agencies with relevant EPCG experience / Advance Authorization, sound financial background and reliable track record will be short-listed based on the responses against this notice (expressions of interest). If necessary, then only NRL can contact the party for any further details.

(ii) Subsequent to receipt of expression of interest, if necessary NRL will call the bidders for an interactive session to explain the NRL's requirements in details. For such interaction short listed agencies shall be informed suitably.

(iii) If required, NRL may seek additional details / documents which the prospective bidder have to submit within time stipulated by NRL.

Based on the response against this EOI and the past credentials of the respondents, NRL will frame up the bidders qualifying criteria and float a separate tender for lining up the consultant

8.0 Response:

Vendors must ensure that their EOI response is submitted as per the formats attached with this document. Special comments on the objectives and scope of the service projected in the enquiry may also be submitted along with the offer.

9.0 Condition under which EOI is issued:

The EOI is not an offer and is issued with no commitment. NRL reserves the right to withdraw EOI and or vary any part thereof at any stage. NRL further reserves the right to disqualify any vendor, should it be so necessary at any stage.

FORMAT – 1

APPLICANT'S EXPRESSION OF INTEREST

To,

The GM (Project Commercial)
Numaligarh Refinery Limited,
Pankagrant, PO: Numaligarh Refinery Project,
District- Golaghat, Assam,
PIN-785699

SUB: SUBMISSION OF EXPRESSION OF INTEREST FOR ENGAGEMENT OF CONSULTANT FOR COMPLETING END TO END PROCESS FOR OBTAINING EPCG (EXPORT PROMOTION CAPITAL GOODS) AUTHORIZATION TO AVAIL DUTY EXEMPTION UNDER FOREIGN TRADE POLICY

Dear Sir,

In response to the Invitation for Expressions of Interest (EOI) published for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach following documents for your review:

a. Applicant's Expression of Interest as per Format-1.
b. Details of the past credential for execution of similar work with documentary evidence in Format-2
c. Details of the establishment:
    i. Name and address of the firm / company.
    j. Details of the profile of firm with staff pattern.
    k. Name of the dealing person of the firm who will carry out the job.
    l. Bio-data of the Managing Director / dealing person.
    m. Certificate of registration of the firm / company.
    n. Certificate of registration under GST.
    o. Permanent Account Number (PAN).
    p. Certified copies of the "Balance sheet" and "Trading & P/L A/c" for last three years.
d. Any other details which is necessary for technical evaluation of the proposal.
e. Duly filled in Format -3 and Format-4.
f. Respondents, after scrutiny of the documents submitted, might be called for a detailed presentation over video conference and to give a budgetary quotation to achieve the desired result.

The application indicating the applicant's name/ address and telephone/ mobile number with the details of information as mentioned above should uploaded as per the procedure depicted at Annexure –I to this EOI

Sincerely Yours,
Signature of the applicant
[Full name of applicant]
Stamp........................
Date:

Encl.: As above.
Note: This is to be furnished on the letter head of the organization.

FORMAT – 2

SIMILAR CONTRACTS ON COMPLETING END TO END PROCESS FOR OBTAINING EPCG (EXPORT PROMOTION CAPITAL GOODS) AUTHORIZATION TO AVAIL DUTY EXEMPTION UNDER FOREIGN TRADE POLICY

Sl. No.	Job Description	Client Details	Year of Start	Year of Completion	Details of Purchase Order & Contract details(Ph & Email)	Value of Works	Remarks

Notes:

1. Vendor/Contractor shall furnish the details of best 3 Jobs in terms of length, size of the Crude Pipeline only.

2. Vendor/Contractor shall furnish copy of Work order (relevant pages only) and completion certificate.

FORMAT -3

Declaration
WE HEREBY CONFIRM THAT WE ARE INTERESTED IN COMPETING FOR ENGAGEMENT OF CONSULTANT FOR **end to end process for obtaining EPCG (Export Promotion Capital Goods) authorization to avail duty exemption under Foreign Trade Policy** All the information provided herewith is genuine and accurate. Authorized Person's Signature: Name and Designation: Contact Details: Email & Mobile Name of the organization Date of Signature

Note: The declaration is to be furnished on the letter head of the organization.

FORMAT 4

Additional Information

1. List all enclosures as per requirement of this EOI notice

Sl. No.	Description	No. of pages

Signature of applicant:

Full Name of applicant:

Stamp & Date:

Annexure – I

Instructions for Online EOI Submission

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: http://eprocure.gov.in). The vendors are required to submit soft copies of their EOIs electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the vendors in registering on the CPP Portal, prepare their EOIs in accordance with the requirements and submitting their EOIs online on the CPP Portal.

REGISTRATION

1) Vendors are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: http://eprocure.gov.in/eprocure/app) by clicking on the link "Click here to Enroll" on the CPP Portal is free of charge.

2) As part of the enrolment process, the vendors will be required to choose a unique username and assign a password for their accounts.

3) Vendors 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 vendors 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 / TCS / nCode / eMudhra etc.), with their profile.

5) Only one valid DSC should be registered by a vendor. Please note that the vendors are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

6) Vendor 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.

SEARCHING FOR TENDER DOCUMENTS

1) There are various search options built in the CPP Portal, to facilitate vendors 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 vendors 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 vendors 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 vendors through SMS / e-mail in case there is any corrigendum issued to the tender document.

3) The vendor 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.

PREPARATION OF OFFER

1) Vendor should take into account any corrigendum published on the tender document before submitting their EOIs.

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the EOI. Please note the number of covers in which the EOI 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) Vendor, 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 formats. Bid documents

may be scanned with 100 dpi with black and white option.

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 vendors. Vendors can use "My Space" 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.

SUBMISSION OF OFFER

1) Vendor should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Vendor will be responsible for any delay due to other issues.

2) The vendor has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Vendor has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument. (Not applicable against this EOI)

4) Vendor should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, 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. (Not applicable against this EOI)

5) Vendors are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the prices 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 vendor.

Vendors are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the vendor). No other cells should be changed. Once the details have been completed, the vendor should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the vendor, the bid will be rejected. (Not applicable against this EOI).

6) The server time (which is displayed on the vendors' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the vendors, opening of bids etc. The vendors should follow this time during bid submission.

7) All the documents being submitted by the vendors 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.

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, 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

ASSISTANCE TO VENDORS

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. The contact number for the helpdesk is 1800-3070-2232 Mobile : +91-7878007972 / 73.

Special Instructions to the Contractors/ vendors s for the e-submission of the bids online through this e-Procurement Portal

1. Vendor should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrolment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnlTrustline/SafeScrpt/TCS.

2. Vendor then logs into the portal giving user id / password chosen during enrollment.

3. The e-token that is registered should be used by the vendor and should not be misused by others.

4. DSC once mapped to an account cannot be remapped to any other account. It can only be inactivated.

5. The vendor can update well in advance, the documents such as certificates, purchase order details etc., under **My Documents** option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.

6. After downloading / getting the tender schedules, the vendor should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.

7. The BOQ template must not be modified/replaced by the vendor and the same should be uploaded after filling the relevant columns, else the vendor is liable to be rejected for that tender. Vendors are allowed to enter the Vendor Name and Values only. (Not applicable against this EOI)

8. If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Vendor should take into account of the corrigendum published before submitting the bids online.

9. Vendor, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together.

10. Vendor should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender. (Not applicable against this EOI)

11. The vendor reads the terms and conditions and accepts the same to proceed further to submit the Bids

12. The vendor has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.

13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, vendors are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced.
This will help in quick uploading even at very low bandwidth speeds.

14. It is important to note that, **the vendor has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids which are not frozen are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.**

15. In case of Offline payments, the details of the Earnest Money Deposit (EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected (Not applicable against this EOI)

16. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the vendors due to local issues.

17. The vendor may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.

18. At the time of freezing the bid, the e-Procurement system will give a successful bid updating message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the vendors will be digitally signed using the e-token of the vendor and then submitted.

19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.

20. Successful bid submission from the system means, the bids as uploaded by the vendor is received and stored in the system. System does not certify for its correctness.

21. The vendor should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected

22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The vendor should adhere to this time during bid submission.

23. All the data being entered by the vendor would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.

24. During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over Secured Socket Layer (SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.

25. The vendors are requested to submit the bids through online e-Procurement system to the TIA well before the bid submission end date and time **(as per Server System Clock)**.

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