



# गार्डेन रीच शिपबिल्डर्स एण्ड इंजिनियर्स लिमिटेड

## Garden Reach Shipbuilders & Engineers Limited

43/46, Garden Reach Road, GRSE Main Unit Kolkata - 700024  
< > Home Page :: www.grse.in < > Phone :: (033) 2469-8100-14 < >  
< > CIN :: L35111WB1934GOI007891 < >

### **LIMITED E-TENDER WITH REVERSE AUCTION**

#### **ITEM: PROCUREMENT OF MEDICINES FOR GRSE MEDICAL CELL**

#### **E-TENDER NO. PUR/LT/AD/MED-787/MANUFACTURER/N.RA-1962**

#### **SPECIAL TERMS & CONDITIONS (STAC)**

Garden Reach Shipbuilders & Engineers Ltd. (GRSE Ltd.), hereinafter referred to as Purchaser, intends to procure items as per specifications given below and invites E-tender from registered / new vendors with the following terms & conditions: -

1. Tender must be submitted in system generated data sheet format which is provided through E-Procurement in Two Part (Techno-Commercial Bid & Price Bid). The mentioned information should be clearly filled up in E-Procurement and upload the same. Price Bid need to be filled up in given Price Bid Data Sheet only, no other attachment regarding price will be allowed if so then offer will be treated as cancelled. Bidders are required to be Digital Signature Certificate (DSC) compliant for submission of tender through E- Procurement mode
2. **PRICE DISCOVERY & PRICE BASIS: -**
  - a) Price shall be discovered through **ONLINE REVERSE AUCTION**, to be conducted by National Informatics Centre (NIC), service provider to GRSE. **ONLY THE TECHNO-COMMERCIALLY QUALIFIED VENDORS SHALL BE ALLOWED TO PARTICIPATE IN THE ONLINE REVERSE AUCTION EVENT, THE DATE & TIME OF WHICH SHALL BE INTIMATED TO ALL THE ELIGIBLE VENDORS BY THE SERVICE PROVIDER IN DUE COURSE.**
  - b) **Start bid price which shall be promulgated prior to commencement of reverse action, which shall be on F.O.R. GRSE basis i.e. inclusive of basic price, packing & forwarding charge, freight and transit insurance.**
3. **CONTRACT PERIOD**

The Contract would be valid for a period of one year and shall come into effect from the date of signing or issue of Purchase order by GRSE. GRSE also reserves the right to extend the contract period for an additional period of 6 months (beyond the expiry of original contract) with the same Rate, Terms & Conditions towards consumption of total contracted quantity.
4. **DELIVERY SCHEDULE: -**

25 % of the ordered quantity to be delivered within 30 days from the date purchase order and the balance quantity in installments to be delivered as per written instruction of CMO, GRSE.
5. **DELIVERY POINT:**

To be door delivered to Medical Department, GRSE Main Unit, 43/46, Garden Reach Road, Kolkata – 700024, between 09-00 AM to 12-00 Noon and 01-30 PM to 04-00 PM only on full working days and between 09-00 AM to 11-00 AM on half working days (Saturday). Late supply will not generally be accepted. The items are to be delivered against proper original ink signed GST Invoice (in quadruplicate) indicating purchase order details, GRSE material code nos, etc
6. **AUTHORIZATION: -**

In the event the manufacturer is not willing to supply directly, the details of the authorized dealer/distributor/agent who is authorized to execute the order is to be clearly indicated. However, Manufacturer/OEM is to take full responsibility for smooth execution of order. Authorization letter is to be enclosed with techno-commercial bid. Non-submission of

authorization letter (where authorized dealer to quote/execute order) may lead to rejection of offer.

**7. TERMS OF PRICE: -**

Quoted price in INR must be on F.O.R. destination GRSE Kolkata basis, inclusive of all taxes & duties & to be kept firm till execution of order in full. No price escalation is allowed at any stage. Contracts to be awarded on fixed price basis. No any other charges will be paid extra.

**8. RECEIPT INSPECTION AUTHORITY: -**

Receipt items will be inspected at GRSE (Medical Department / Main Unit) by Chief Medical Officer (GRSE) or his authorized representative.

**9. PAYMENT TERMS: -**

100% against clear bill supported with GR, GRSE Gate receipted tax invoice through ECS/NEFT mode. GR will be issued by Inspection Authority only after receipt and acceptance of item at GRSE.

**10. TAXES: -**

Relevant taxes in line with GST i.e. SGST/CGST or IGST to be considered by the bidder. Present rate of GST will be paid extra on quoted price. Please indicate clearly rate of GST applicable.

**11. INVENTORY OF MEDICINE: -**

Inventory of medicines is to be monitored / controlled / maintained by Chief Medical Officer (GRSE) / Sr. Manager (Medical), GRSE, who is authorized to change schedule of delivery (quantity as well as delivery date) depending on crisis or overstocking of medicine with prior consent from vendor. Vendor is to abide by Chief Medical Officer (GRSE) / Sr. Manager (Medical), GRSE's instructions in writing in this regard and Chief Medical Officer (GRSE) / Sr. Manager (Medical).

**12. PART ORDER: -**

Please confirm acceptance of item-wise Part Order. L-1 bidder shall be decided on individual item-wise basis. Further, GRSE also reserves the right to distribute the order at L-1 matched rate on more than one vendor. Please confirm acceptance of Part Order accordingly.

**13. VALIDITY: -**

Offer must be valid for **90 days** from the date of opening of bid.

**14. PACKING: -**

All materials are to be properly packed to protect against ingress of water & dust and to withstand transit damages /pilferages during transits. All packing/cases should be properly identified and tagged. The items are to be delivered against proper delivery challan / consignment note (in quadruplicate) indicating purchase order details, material code nos., etc.

**15. LIQUIDATED DAMAGES: -**

In the event the supplier fails to complete the delivery of the ordered goods within the given schedule stipulated in the order, the purchaser is entitled to have recourse to impose Liquidated Damages viz. The supplier/vendor will be liable to pay the minimum liquidated damages @ ½% per week or part thereof on the undelivered material subject to a maximum of 5% of the value of the order for delayed part.

**16. RISK PURCHASE CLAUSE: -**

If successful tenderer fails to supply material within the stipulated delivery date, GRSE reserves the right cancel the order and procure same or equivalent material from alternative sources at the vendor's risk, responsibility and cost.

**17. FORECLOSURE: -**

If at any time after acceptance of the tender and conclusion of Contract, GRSE shall decide to abandon/reduce the scope of the supply for any reason whatsoever and hence not require the whole or part of the supply to be carried out, GRSE shall give notice in writing to that effect to the Supplier and the Supplier shall act accordingly in the matter. The Supplier/contractor shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the supply in full but

which he did not derive in consequence of the foreclosure of the whole or part of the Contract/Order. The Supplier shall be paid at contract rates full amount for supply executed at site and in addition, a reasonable amount as certified by the store: -

- a) Any expenditure incurred on preliminary site work at GRSE, if any.
- b) Reasonable compensation for transfer of tools, cylinders & other relevant equipment from GRSE site to Supplier/Contractor's permanent stores or to his other works, whichever is less. If tools & plants are not transported to either of the said places, no cost of transportation shall be payable.
- c) The reasonable amount of items on (a) & (b) above shall not be in excess of 2% of the cost of the Supplies remaining incomplete on the date of closure.
- d) Provided always that against any payments due to the contractor on this account or otherwise, GRSE shall be entitled to recover or be credited with- any outstanding balances due from the Supplier for advance paid in respect of any materials and any other sums which at the date of termination were recoverable by GRSE from the contractor under the terms of the contractor.

**18. ARBITRATION CLAUSE: -**

- i) If at any time, before during or after the contract period, any unsettled claim, question, dispute or difference arises between the parties, upon or in relation to or in connection with or in any way touching or concerning this order, the same shall be settled / adjudicated through Arbitration to be conducted by a Sole Arbitrator, to be appointed by the parties on mutual consent, in accordance with the provisions of the Arbitration and Conciliation Act, 1996.
- ii) In the event the parties fail to mutually appoint a Sole Arbitrator within 30 days from the receipt of a request by one party from the other, then either of the parties may approach the Hon'ble High Court at Calcutta under the provisions of the Arbitration and Conciliation Act, 1996 for appointment of a Sole Arbitrator by the Hon'ble Court.
- iii) Such arbitration shall, in all respects, be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the rules framed there under or any statutory modification or re-enactment thereof for the time being in force.
- iv) The Award of the Sole Arbitrator shall be final, conclusive and binding upon the parties.
- v) In the event of the death or resignation or incapacity or whatsoever of the said Sole Arbitrator if appointed by the parties mutually the said parties may again appoint a suitable Substitute Arbitrator in place of the erstwhile Sole Arbitrator to continue with the proceedings. In the event of appointment of the Sole Arbitrator by the Hon'ble High Court at Calcutta on death or resignation or incapacity or whatsoever of the said Sole Arbitrator, either of the parties in this behalf, may make an application to the Hon'ble High Court at Calcutta for appointment of a Substitute Arbitrator and the Hon'ble Court may pass such orders as it deems fit and proper.
- vi) Also in the event an Arbitration award is set aside by a competent court the parties may appoint a Sole Arbitrator mutually or on failing to appoint a Sole Arbitrator mutually within the statutory period then either of the parties may file an application before the Hon'ble High Court at Calcutta under the provisions of the Arbitration and Conciliation Act, 1996 for appointment of a Sole Arbitrator by the Hon'ble Court in accordance with the provisions of the Arbitration & Conciliation Act.
- vii) The cost of the arbitration, fees of the arbitrator, remuneration of the stenographer and clerk, stamp paper etc. shall be shared equally by the parties, unless otherwise directed by the Sole Arbitrator. The venue of arbitration shall be at Kolkata and unless otherwise decided by the parties or by the Sole Arbitrator himself, the venue shall be the premises of Garden Reach Shipbuilders & Engineers Ltd. located at 43/46, Garden Reach Road, Kolkata - 700 024.
- viii) The language of the proceeding shall be in English

**19. JURISDICTION: -**

All disputes arising out of the contract if required to be referred to a court of law, the jurisdiction of the case would be under Kolkata court irrespective of the location of the vendor.

**20. RISK PURCHASE: -**

If the materials are not supplied within the stipulated delivery period GRSE reserves the right to procure the same or equivalent material from alternative source at your risk, responsibility & cost.

**21. REJECTION: -**

Rejection of materials and also the late delivery will affect further business with GRSE. No claim of payment will be entertained (for rejected material) in case rejected items are not lifted back

within 14 days from the date of rejection. Replacement against rejection is to be made by vendor Free of Cost within 14 days of Store's intimation.

**22. CANCELLATION OF ORDER / TENDER: -**

GRSE reserves the right to cancel the tender without assigning any reasons whatsoever. Post Contract/order, in the event of progress/service being poor, GRSE reserves the right to cancel in part/full the order and no cancellation charges will be paid to the firm on this account. There shall also be no financial implications whatsoever on GRSE.

**23. SECURITY CLAUSE: -**

All information given to the supplier for the execution of the order is to be treated as SECRET / CONFIDENTIAL. The technical information, drawings, specification and other related documents forming part of this Enquiry / order are the property of Purchaser and shall not be used for any other purpose except for the execution of Order. Any information / drawing etc. shall not be copied, transcribed, traced or reproduced in any other form or otherwise in whole / part or duplicated, modified, divulged and / or disclosed, to a third party not misused, used in any other form whatsoever without purchaser's prior consent in writing except to the extent required for the execution of this order. At the time of tendering the purchaser has to give an undertaking in favour of GRSE that in the event of any breach of the above provisions, he would make good of any loss / cost / damage / any other claim whatsoever preferred by anybody to GRSE in this respect.

24. Conditional offer shall not be accepted.

**25. SUBMISSION OF BILL: -**

Submission of bill along with gate stamped challan duly received and certified by Chief Medical Officer (GRSE) / Sr. Manager (Medical), GRSE is to be submitted along with your invoice [in quadruplicate] for payment.

Bill to be submitted with GST Invoice alongwith receipted copy of delivery challan, gate stamped receipted copy, clear GR [Goods Receipt of GRSE] and along with all relevant documents in a sealed envelope at bill receiving counters, addressed to ordering authority of Garden Reach Shipbuilders & Engineers Ltd., Kolkata.

26. You will have to comply with / reply to all the above points. You may note that for any deviation to the above points GRSE reserves the right to reject your offer as non-responsive.

**CONTACT MATRIX: -**

For better understanding following contact details are given to ensure the smooth processing of the tender: -

SI	Item	Contact details
1	<b>For any kind of technical /specification related quarries</b>	Mr. Rajesh Chatterjee, Chief Medical Officer Email id:- Chatterjee.Rajesh@grse.co.in Mob No :- 7063042835
2	<b>For any kid of commercial quarries</b>	Mr. A. Das, Manager (Purchase) Email id:- Das.ArupKr@grse.co.in Mr. A. Chattopadhyay, DGM (Purchase) Email id:- Chattopadhyay.A@grse.co.in
3	<b>For any kind of tender uploading/registration/view problem</b>	GRSE E-procurement cell Email id: mtl.eproc@grse.co.in & Palit.Saraswata@grse.co.in Contact No:- 033-2489-3902 (Monday to Friday 8.30am to 5.00 p.m., Saturday 8.30am to 12.30p.m.)

**For GARDEN REACH SHIPBUILDERS & ENGINEERS LTD.**

**(Arup Das)  
Manager (Purchase)**

## General Rules and Regulations governing conduct of On-line Reverse Auctions

### **1. Service Provider:**

For conducting the Reverse Auction, Garden Reach Shipbuilders & Engineers Ltd. (GRSE) has engaged the services of **National Informatics Centre (hereinafter referred to as Service Provider or SP)** for conducting the Reverse Auctions. SP is fully authorized to give clarifications / coordinate with the tenderer/supplier on behalf of GRSE w.r.t. conduct of Reverse Auction. Their address and contact details are as given alongside.

**National Informatics Centre**  
A-Block, CGO Complex, Lodhi Road,  
New Delhi – 110003, India  
Web site: <https://www.nic.in>  
E-mail : [support-eproc@nic.in](mailto:support-eproc@nic.in)  
Tel : 0120-4200462, 0120-4001002

### **2. Introduction to General Rules & Regulations:**

The General Rules and Regulations provided herein govern the conduct of On-line Reverse Auctions operated by NIC. These rules cover the roles and responsibilities of the parties in the On-line Reverse Auctions on the NIC platform. **Acceptance in-Toto to these General Rules and Regulations is a prerequisite for securing participation in the On-line Reverse Auctions on the NIC platform** (<http://eprocuregrse.co.in/nicgep/app>).

### **3. Role of Service Provider:**

NIC is the agency (operator) primarily providing the platform for conducting the Reverse Auction. As the agency providing the auction engine, the role of NIC would include:

- Setup the auction based on item details and bidding rules as mentioned in tender document.
- Providing access through user-id protected by password to the approved bidders to participate in the auction.
- **Enhancing bidder awareness by providing them the details / steps of auction process to enable them participate in Reverse Auction and comfort with the auction mechanism and bidding rules.**
- Summarizing auction proceedings and communicating of the outcome to GRSE.

### **4. Role of the Bidder / Tenderer:**

The role of the bidders/vendors is outlined below:

- Give written consent to General Rules and Regulations. Access to auction mechanism shall be provided only after such consent.
- Ensure that user-id and password to access the auction is not revealed to unauthorized persons.
- Participate in the Reverse Auction with the aim of bidding to secure the auctioned item in the auction (being selected for supplying GRSE's requirement in a Reverse Auction).
- Convey/confirm last quoted price in writing to SP, immediately after close of Reverse Auction.
- Provide breakup of last quoted price (if required) within stipulated time as mentioned in tender document or otherwise communicated.
- In the event of winning an allotment, fulfill all obligations under the contract.

### **5. Bidding Rules:**

The Bidding Rules refer to the information and terms defined specifically for a particular Reverse Auction. The purpose of the Bidding rules is to provide approved bidder with the information and terms specific to the auction in which they are bidding. This would include:

- Start Time and duration of the Reverse Auction.
- Any extension of the duration of the auction in the event of bids being received towards the end of the pre-specified duration.
- Start Bid Price (if specified).
- Minimum & Maximum Bidding Quantity (if specified).
- Price Decrements and any reduction in the price decrements in the auction in the event of inactivity.
- Other attributes (informational/non-negotiable in nature).

Participation in the auction process presumes complete awareness and understanding of the bidding rules.

### **6. Conduct of the Reverse Auction:**

The Reverse Auction shall be conducted on pre-specified date & time.

NIC retains the right to cancel or reschedule the Reverse Auction on any of the following's reasons:

- Some of the confirmed bidders are unable to access the module due to infrastructure problems such as sustained power failure or telecommunication breakdown.
- Bids are received but above the Start Bid Price.  
The duration of the Reverse Auction may also vary from the pre-specified period of time on account of termination of the auction by NIC :
- On the advice of the GRSE, or,

- On its own accord in case of situations where it is felt that continuance of the auction proceedings is prejudicial to the smooth conduct and / or integrity of the auction process.

**7. Problems during the conduct of the Reverse Auction:**

In the event of any problems being faced in the smooth conduct of the auction, NIC shall have the right to undertake one or more of the following steps:

- Cancellation of a bid.
- Locking of bidders account (suspension of operations in the account) etc. Such intervention may even happen without seeking prior concurrence of GRSE.

Thereafter, NIC shall inform GRSE, clearly stating reasons, of such cancellation / suspension.

**8. Ensuring Participation & Loss of connectivity :**

The bidders has to participate in the Reverse Auction (RA) from their own office/ own arrangement. The bidder has to make arrangement for ensuring Internet connectivity throughout the RA event. For this, the bidder shall be solely and exclusively responsible for ensuring continuance of connectivity. GRSE & NIC shall in no way be responsible for the consequences arising out of disruption of Internet connectivity. In case the bidder desires, efforts will be made to provide assistance during the Reverse Auction phase by deploying skilled persons from Service provider/authorized representative at the participating vendor locations. However, GRSE or Service provider shall in no way be responsible ensuring Internet connectivity.

**9. Liability of Service Provider:**

NIC shall not be liable to the GRSE / bidders in the auction or any other person(s) for:

- Any breach of contract by any party in the fulfillment of the underlying contract.
- Any delays in initiating the online auction or postponement / cancellation of the online auction proceedings due to any problem with the hardware / software / infra structural facilities or any other shortcomings at the vendors' end.

**10. Confidentiality Clause:**

NIC undertakes to handle any sensitive information provided by GRSE or confirmed bidders for the Reverse Auctions conducted on the NIC platform with utmost trust and confidentiality.

**11. Jurisdiction:**

Any disputes relating to the online Reverse Auction module shall be subject to the sole jurisdiction of the district court of the GRSE.

**12. Right of GRSE:**

GRSE reserves the right to fully / partly accept or reject any or all bids placed in the online Reverse Auction without assigning any reason whatsoever. GRSE also reserves the right to allot the tendered quantity to one or more bidders.

**Definition of Key Terms for Reverse Auction**

- 1. Reverse Auction:** Reverse Auction refers to a forum where the requirement for one/more Lots of an item is stated and the participants are required to bid down the price to be selected to supply the requirement.
- 2. On-line Reverse Auction:** On-line Reverse Auctions refer to those Reverse Auctions conducted through the Internet with simultaneous bidding (from one or more locations). In other words, the venue for the auction is on an Internet website / platform. The NIC website (<http://eprocuregrse.co.in/nicgep/app>) or any other URL assigned by NIC would constitute the venue for the purpose of the On-line auction.
- 3. Award at the Reverse Auction:** The bidder quoting the lowest price is normally allotted the item unless otherwise specified by GRSE.
- 4. Buyer i.e. GRSE:** GRSE is the individual/business entity who has contracted NIC to conduct such Reverse Auction. In case of Reverse Auction, the purpose would be to meet their requirement for item/s from among the sellers desiring to sell the items to GRSE.
- 5. Bidder:** Bidder is the individual/business entity participating in the Reverse Auction, intending to supply the item/s to GRSE. To become a Bidder in the auction, a business entity has to secure GRSE's approval for participation and also provide written consent to the General Rules and Regulations for RA.
- 6. Auction Engine:** Auction Engine refers to the software that encapsulates the entire auction environment, processing logic and information flows. NIC is the sole owner of the auction engine and retains exclusive right over the utilization of the same.
- 7. Commencement of bidding.** This is to facilitate approved participants to view the auction details such as item specifications, bidding details and bidding rules. The purpose is also to familiarize participants with the functionalities and screens of the auction mechanism. It is not mandatory for NIC to provide Preview Time.
- 8. Start Time:** Start time refers to the time of commencement of the conduct of the On-line auction. It signals the commencement of the Price Discovery process through competitive bidding.
- 9. Duration of the Reverse Auction:** It refers to the length of time the price discovery process is allowed to continue by accepting bids from competing bidders. The duration of the auction would normally be for a pre-specified period of time. However, the bidding rules may state the conditions when the pre-specified duration may be extended/ curtailed. The conditions include:

- Curtailment of auction duration in the event of no bids for a specified period of time (Inactivity Time)
- Automatic extension in the event of bids being entered towards the end of the scheduled duration to facilitate the other bidders to view and react to the bid.

**10. Auto Extension of the Auction Timings:** In the event of bids in the last few minutes of the scheduled bid time, the Bid Timings are automatically extended for a specified period from each such bid. Such Auto Extension shall continue until no bids are placed for the specified period (Engine remains inactive for the specified period). The Inactivity Time for Auto Extension purpose is normally 5 minutes. NIC however retains the right to change the same. The Inactivity time applicable for the particular On-line Bid shall be communicated to the bidder if it will be set to a value less than 5 minutes.

**11. End of the Reverse Auction:** End of the Auction refers to the termination of the auction proceedings signaling an end to the price discovery process.

**12. ID and Password:** Password and ID shall be given to all the eligible Vendors by the Service Provider for enabling them to participate in the Reverse Auction.

**13. Start Bid Price:** Wherever indicated, Start Bid Price is the Maximum Price, which will be accepted by the Reverse Auction engine. Supplier will have to quote a price lesser than the Start Bid Price for participating in the Reverse Auction. The computer shall not accept Price higher than start Bid Price for a lot. Bidding will start at start Bid Price to be intimated in advance to the vendors eligible for bidding. This will be put up on the site.

**14. Minimum Decrement:** Minimum decrement is the minimum amount by which, a supplier has to reduce his bid value in order to beat the latest lowest bid. For example, if a bidder bids Rs 10,00,000/- for a Lot, others, in order to beat this bid, have to quote a lower price with a minimum decrement say of Rs.2,500/- i.e. in order to be eligible they have to quote Rs.9,97,500/- (or lower) for the same Lot. This minimum decrement shall be pre-decided by GRSE / NIC and will be in-built into the RA event.

**15. Proxy Bid** is a bidding option through which, the system places bids on bidder's behalf. Bidder need to check (click) the proxy bid box on the screen and place the lowest value to which they can bid and then place submit button and confirm. Once the proxy is activated the bids are placed automatically as per the minimum decrements. The lowest value of the proxy bid amount is not visible by any other bidder.

When a bidder exercises the proxy option, the proxy bid remains L1 till the lower bid value fed in the auction machine is exhausted i.e. a lower bid, less than the lower bid value offered by the bidder exercising the proxy, is offered by another bidder. If a bidder bids a price equal to the lower limit of the proxy bid, the proxy bidder gets precedence over him at that price.

Example: Suppose, the current bid in the market is Rs.10,000 and the min. decrement is Rs.100 and a bidder have activated proxy till Rs.9500. Now say a bidder places a bid of Rs.9,800, the system automatically bids Rs.9,700 on the proxy bidder's behalf at the same time and keeps the proxy bidder as a leading bidder.

In the following circumstances, a bidder may opt for proxy bidding.

1. Where the bidder is not confident of a reliable Internet Connectivity.
2. Where the speed of Internet Connection is slow and unable to catch-up with the speed of competitor's bids.
3. To remain a leading bidder till the lowest bid value fed in the auction machine.
4. Where the bidder is required to put bids in more than one Market/Lot at a time.
5. Bidder is pre-occupied and not in a position to put bids live as the auction is going on.

**BENEFITS BEING ACCORDED TO THE MICRO & SMALL ENTERPRISES VENDORS  
REGARDING IMPLEMENTATION OF POLICIES FOR MICRO & SMALL ENTERPRISES**

**1. BENEFITS OF NSIC & MSE POLICY :-**

A) This policy for MSEs shall apply to all the MSEs registered with District Industries Centre or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Dte. Of Handicraft & Handloom or any other bodies specified by Ministry of Micro, Small & Medium Enterprises.

Relevant document, Entrepreneurs Memorandum (EM Part-II) / NSIC / Udyog Aadhar Memorandum (UAM), for manufacture/supply of concerned equipment/item, must be submitted along with the offer for such purpose to claim the benefit.

B) Following facilities/benefits will be given to MSEs :-

(a) Issue of Tender Sets free of cost.

(b) Exemption from payment of Earnest Money Deposit.

Above benefits will also be accorded to the vendors registered with NSIC under a single point vendor registration scheme. The vendors registered with NSIC under single point registration for manufacture / supply of concerned equipment/item, will additionally be exempted from submitting the security deposit upto the monetary limit for which the unit is registered.

C) (a) MSEs registered with MSME authority as above, quoting prices within 15% of lowest eligible price bid of other bidder(s) shall be eligible for purchase preference for 20% of the order quantity (subject to order quantity being adequate for this purpose) provided the MSE matches the L1 landed cost at GRSE.

To avail this purchase preference, submission of EM-II / NSIC / UAM certificate is mandatory failing which the benefit will not be accorded.

(b) If it happens that two or more MSEs are within L1 + 15% range, all such MSEs will be given an opportunity to accept the L1 price and to share 20% of the order value equally

D) (a) In case the MSE is owned by SC/ST owners then the enterprise will get a share of 4% of the above 20% exclusively in addition to sharing of equal portion of balance 16% with other non-SC/ST MSEs.

(b) If more than one MSE owned by SC/ST owners are there in case of a tender, such MSEs will share 16% of the total ordered value equally with other non-SC/ST owned MSEs in addition to equally sharing 4% exclusively reserved for SC/ST owned enterprises.

E) To qualify for entitlement as SC/ST owned MSE, the SC/ST certificate issued by the District Authority must be submitted along with the offer.

F) It is to be noted by all concerned that in case the participating MSE is a partnership company having one of the partner belonging to SC/ST as above, benefits related to SC/ST owned MSE will to be accorded only if the majority partner [i.e. holding 51% shares or above] is an SC/ST.

G) To qualify for entitlement as woman entrepreneur owned MSE, the certificate issued by the concerned authority must be submitted along with the offer.

H) All Micro & Small Enterprises are required to declare their Udyog Aadhar Memorandum (UAM) number on the Central Public Procurement Portal (CPPP). Documentary evidence of the said declaration is to be submitted along with the techno-commercial bid failing which benefits being accorded to Micro & Small Enterprises will not be extended.

I) GRSE, being a public sector enterprise, endeavors to support the Micro and Small Enterprises for facilitating their promotion and development and enhancing their competitiveness. Bidders may therefore procure all such parts / components, as contained in the list available on GRSE website, required in manufacturing of the ordered equipment / products, from MSEs and a certificate to that effect (with details of the vendors, value of procurement and quantity) may be furnished with the bills.

**(Note: MSE policy is subject to amendment)**