



INDIAN INSTITUTE OF TECHNOLOGY KANPUR

Tender Input Form

(A) Basic Details:

1.	Tender Reference No. *		
2.	Tender Type *	☐ Open	☐ Limited
		☐ Single	☐ Global
3.	Form of Contract *	☐ Service Contract	☐ Buy
		☐ Empanelment	☐ EOI
4.	No. of Covers *	☐ 1	☐ 2
5.	Tender Currency *	☐ INR	☐ GBP
		☐ USD	☐ CHF
		☐ EURO	☐ JPY
6.	Tender Category *	☐ Goods	☐ Services

(B) Item Details:

1.	Item Title *		
2.	Description *		
3.	Product Category *	☐ Civil Works ☐ Electrical Works ☐ Computer (HW) ☐ Furniture/Fixture ☐ Lab & Scientific Equip	☐ Computer (SW) ☐ Batteries & Accessories ☐ Machinery / Tools ☐ Uniforms/Curtain/Clothes ☐ Miscellaneous Goods
4.	Product Subcategory		
5.	Contract Type *	☐ Tender ☐ Empanelment ☐ Rate Contract	
6.	Tender Value		
7.	Bid Validity days *	☐ 120 ☐ 90 ☐ 60 ☐ 30	
8.	Completion / Delivery Period *		
9.	Location (Work/services/items) *		
10.	Pin code		
11.	Pre-Bid Meeting *	☐ Yes ☐ No	
12.	If Pre-Bid Meeting is Yes		
13.	Pre-Bid Meeting Place & Address *		

(C) Bid Security Details:

1.	EMD Fee	☐ Yes ☐ No
1(a).	EMD Amount (in ₹ or %)	
1(b).	EMD Exemption Allowed	☐ Yes ☐ No

(D) Critical Dates: As per the Central Public Procurement Portal

- As per the Ministry of Commerce and Industry Order No. P-45021/2/2017-PP(BE-II) dated 04.06.2020 preference shall be given to Make in India products for which it is mandatory for bidders to declare Country of Origin of goods and percentage of Local contents in the product.

Purchase Preference:

- (a) Subject to the provisions of this Order and to any specific instructions issued by the Nodal Ministry or in pursuance of this Order, purchase preference shall be given to 'Class-I local supplier' in procurements undertaken by procuring entities in the manner specified here under.
- (b) In the procurements of goods or works, which are covered by para 3(b) above and which are divisible in nature, the 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure:
 - i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-I local supplier', the contract for full quantity will be awarded to L1.
 - ii. If L1 bid is not a 'Class-I local supplier', 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the 'Class-I local supplier' will be invited to match the L1 price for the remaining 50% quantity subject to the Class-I local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such 'Class-I local supplier' subject to matching the L1 price. In case such lowest eligible 'Class-I local supplier' fails to match the L1 price or accepts less than the offered quantity, the next higher 'Class-I local supplier' within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on Class-I local suppliers, then such balance quantity may also be ordered on the L1 bidder.
- (c) In the procurements of goods or works, which are covered by para 3(b) above and which are not divisible in nature, and in procurement of services where the bid is evaluated on price alone, the 'Class-1 local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure:
 - i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-1 local supplier', the contract will be awarded to L1.
 - ii. If L1 is not 'Class-1 local supplier', the lowest bidder among the 'Class-I local supplier', will be invited to match the L1 price subject to Class-I local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such 'Class-I local supplier' subject to matching the L1 price.
 - iii. In case such lowest eligible 'Class-1 local supplier' fails to match the L1 price, the 'Class-1 local supplier' with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the 'Class-1 local supplier' within the margin of purchase preference matches the L1 price, the contract may be awarded to the L1 bidder.
- (d) "Class-II local supplier" will not get purchase preference in any procurement, undertaken by procuring entities.

Requirement for specification in advance: The minimum local content, the margin of purchase preference and the procedure for preference to Make in India shall be specified in the notice inviting tenders or other form of procurement solicitation and shall not be varied during a particular procurement transaction.

(E) Declaration: I have read & understood the above-mentioned points and shall select the L1 supplier based on the above criteria.

Prepared by:
Name/Designation

Approved by:
Name/Designation