

Organisation Chain :	Department of Heavy Industry NEPA Limited-MHIPE
Tender ID :	2026_DHI_900839_1
Tender Ref No :	Pur-1/166/24-25/Procurement of White Wastepaper 2000 MT
Tender Title :	Procurement of White Wastepaper 2000 MT
Corrigendum Type :	Date

Corrigendum:1

Corrigendum Title	Corrigendum Description	Published Date	Document Name	Doc Size(in KB)
DUE DATE EXTENDTION	Procurement of White Wastepaper 2000 MT	11-Mar-2026 04:47 PM	corrigendumwwp.pdf	402.23

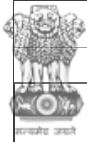
Critical Dates

Publish Date	28-Feb-2026 06:30 PM	Bid Opening Date	20-Mar-2026 03:00 PM
Document Download/Sale Start Date	28-Feb-2026 06:35 PM	Document Download/Sale End Date	18-Mar-2026 03:00 PM
Clarification Start Date	28-Feb-2026 06:40 PM	Clarification End Date	11-Mar-2026 09:00 AM
Bid Submission Start Date	28-Feb-2026 06:45 PM	Bid Submission End Date	18-Mar-2026 03:00 PM

Details Before Corrigendum

Critical Dates

Publish Date	28-Feb-2026 06:30 PM	Bid Opening Date	12-Mar-2026 03:00 PM
Document Download/Sale Start Date	28-Feb-2026 06:35 PM	Document Download/Sale End Date	11-Mar-2026 03:00 PM
Clarification Start Date	28-Feb-2026 06:40 PM	Clarification End Date	11-Mar-2026 09:00 AM
Bid Submission Start Date	28-Feb-2026 06:45 PM	Bid Submission End Date	11-Mar-2026 03:00 PM



Basic Details

Organisation Chain	Department of Heavy Industry INEPA Limited-MHIPE		
Tender Reference Number	Pur-1/166/24-25/Procurement of White Wastepaper 2000 MT		
Tender ID	2026_DHI_900839_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Buy
Tender Category	Goods	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Direct Credit
	2	Demand Draft
	3	R-T-G-S
	4	NEFT
	5	Bank Guarantee

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Procurement of White Wastepaper 2000 MT
2	Finance	.xls	Procurement of White Wastepaper 2000 MT

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00	Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No				

EMD Fee Details

EMD Amount in ₹	1,00,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	NEPA LIMITED	EMD Payable At	NEPANAGAR

[Click to view modification history](#)

Work /Item(s)

Title	Procurement of White Wastepaper 2000 MT				
Work Description	Procurement of White Wastepaper 2000 MT				
Pre Qualification Details	As per Tender				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	1	Product Category	Miscellaneous Goods	Sub category	Procurement of White Wastepaper 2000 MT
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work(Days)	30
Location	Administrative Building Nepa Limited Napanagar	Pincode	450221	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Administrative Building Nepa Limited Napanagar
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	28-Feb-2026 06:30 PM	Bid Opening Date	12-Mar-2026 03:00 PM
Document Download / Sale Start Date	28-Feb-2026 06:35 PM	Document Download / Sale End Date	11-Mar-2026 03:00 PM
Clarification Start Date	28-Feb-2026 06:40 PM	Clarification End Date	11-Mar-2026 09:00 AM
Bid Submission Start Date	28-Feb-2026 06:45 PM	Bid Submission End Date	11-Mar-2026 03:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Procurement of White Wastepaper 2000 MT	807.31

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Additional Documents	BOQFORWHITE.xls	Procurement of White Wastepaper 2000 MT	278.50

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	gmpw@nepamills.nic.in	Alopi Shukla	Alopi Prasad Shukla
2.	mfin@nepamills.nic.in	Vikas Reddy	Vikas Reddy
3.	commercial@nepamills.nic.in	RAJENDRA JADHAV	Sunil Kumar Kulthe

GeMARPTS Details

GeMARPTS ID	MTL386L4JM30
Description	Procurement of White Wastepaper 2000 MT
Report Initiated On	28-Feb-2026
Valid Until	30-Mar-2026

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	NIL	BoQ Comparative chart decimal places	2
BoQ Comparative Chart Rank Type	NIL	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	HOD Commercial
Address	Administrative Building Nepa Limited Nepanagar

Tender Creator Details

Created By	RAJENDRA JADHAV
Designation	MANAGER COMMERCIAL
Created Date	28-Feb-2026 06:09 PM

**NEPA LIMITED,
(A GOVERNMENT OF INDIA)
NEPANAGAR,
BURHANPUR DISTRICT,
M. P. - 450221 (INDIA)
COMMERCIAL DEPARTMENT
Phone - + 91-7325 22242
Fax - + 91-7325 222174**

e-TENDER Notice
PROCUREMENT OF WHITE WASTEPAPER

REF NO. :TENDER NO.PUR- 116/2024-25
e-Tender Portal: <http://eprocure.gov.in> and www.nepamills.co.in

1	GEM Availability Report l'd	
2	e-Bid reference No.:	PUR-1/A/116/2024-25
3	MODE OF TENDER:	e-TENDER THROUGH NIC/ CPP PORTAL
4	DUE DATE & TIME FOR SUBMISSION OF REQUIRED INFORMATION AND DOCUMENTS TO NEPA LIMITED, NEPANAGAR.	UPTO 03.00 HRS IST ON 11.03.2026
5	SCHEDULE FOR SUBMISSION OF ON-LINE TECHNO-COMMERCIAL BID & PRICE BID at https://www.eprocure.gov.in/ Hardcopies may also be allowed	UPTO 03.00 HRS ON 11.03.2026 www.eprocure.gov.in/ Hardcopies may also be allowed
6	DUE DATE & TIME OF OPENING OF PART-I i.e. TECHNO-COMMERCIAL BID: THE DATE OF OPENING OF PRICE BID FOR ELIGIBLE VENDORS WILL BE INTIMATED SEPARATELY.	ON 12.03.2026 at 03.00 PM
7	PBG 3% of contract value.	Bidder has to deposit e-PBG of 03% of contract value within 15 days after awarding of contract or the same amount will be recovered from the running bills of the supplier. Bale should be avoided, in case party has supplied WHITE WASTE PAPER. in the form of bale than the same will be opened in presence of our user and quality team and if any prohibited material found like road swipe, foreign material other then paper, Glass, Plastic, Medical waste etc. found in the lot, the same lot shall be rejected and S.D. will be forfeited without any excuse, no compromise after joint inspection report.
8	EMD	EMD amount of Rs. 1,00,000/- for procurement WHITE WASTE PAPER. Technical bid received without EMD shall be rejected. The MSME suppliers are exempted for submission of EMD.

**NEPA LIMITED,
(A GOVERNMENT OF INDIA ENTERPRISE)
NEPANAGAR,
BURHANPUR DISTRICT,
M. P. - 450221 (INDIA)
COMMERCIAL DEPARTMENT
Phone - + 91-7325 22242
Fax - + 91-7325 222744
e-TENDER NOTICE FOR**

PROCUREMENT OF WHITE WASTEPAPER

**REF NO-TENDER NO.PUR-1/A/116/2024-25
DUE ON 11.03.2026**

INTERESTED SUPPLIERS ARE REQUESTED TO QUOTE THEIR RATES FOR WHITE WASTE PAPER ON F.O.R. NEPANAGAR BASIS INCLUSIVE ALL (INCLUDING ALL TAXES, LEVIES, INSURANCE AND FREIGHT) ON OUR ENCLOSED TERMS AND CONDITION IN e-TENDER No.PUR-1/A/116/2024-25 DUE ON 11.03.2026. TENDER DOCUMENT AND RELATED TERMS AND CONDITIONS CAN BE EASILY DOWN-LOADED FROM OUR WEBSITES at www.nepamills.co.in, www.eprocure.gov.in

NB:-

1. BIDDERS ARE REQUIRED TO ENROLL ON THE E-PROCUREMENT MODULE OF THE CENTRAL PUBLIC PROCUREMENT PORTAL (URL: [HTTPS://EPROCURE.GOV.IN/EPROCURE/APP](https://eprocure.gov.in/eprocure/app)) BY CLICKING ON THE LINK "**CLICKHERE TO ENROLL**" ON THE CPP PORTAL IS FREE OF CHARGE.
2. NEW SUPPLIERS' MAY PLEASE SUBMIT VENDOR REGISTRATION FORM AVAILABLE AT VENDOR REGISTRATION LINK ON www.nepamills.co.in WITH REGISTRATION FEE AS EARLY AS POSSIBLE BUT BEFORE THE PLACEMENT OF PURCHASE ORDER.

ANY QUERIES RELATING QUERIES RELATING TO CPP PORTAL IN GENERAL MAY BE DIRECTED TO THE 24X7 CPP PORTAL HELPDESK. THE CONTACT NUMBER FOR THE HELPDESK IS 1800 233 7315.

Dy. MANAGER(COMMERCIAL)

INTRESTED SUPPLIERS OF **WHITE WASTEPAPER** ARE REQUESTED TO QUOTE THEIR **RATES** ON F.O.R. NEPANAGAR BASIS INCLUSIVE ALL (INCLUDING ALL TAXES, LEVIES, INSURANCE AND FREIGHT) ON OUR ENCLOSED TERMS AND CONDITION ON OR BEFORE 11.03.2026 at **15.00HRS.**

Annexure- A: Instruction of online bidding.

Annexure- B: Technical specifications, and Unpriced Commercial Terms.

Annexure- C :Unpriced-Commercial Bid Format

Annexure- D : Price-Bid Format

Annexure- E: Bidder instructions for filling the Tender Documents General Terms& Conditions.

Tenderer(s) to submit their offer as below:

Technical, Commercial & Price Bid: Vendors are to submit techno-commercial bid & Price Bid online.

Requirements for Vendors

P.C. / LAPTOP connected with internet, Registration with CPP portal <https://eprocure.gov.in>. Registration is free of cost. The vendor should posses a Class II / Class III digital certificate with encryption certificate. **Vendors are to make their own arrangement for bidding from a P.C. connected with internet. NEPA in no way responsible for this.** (Bids will not be recorded without Digital Signature with encryption certificate). In case of any clarification please contact M (CommI) Nepa Ltd., before the schedule time of the e-bidding.

INSTRUCTIONS FOR ONLINE BID 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 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>.

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 "Click here to Enroll" on the CPP Portal 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. Sift / TCS / 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.

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.

PREPARATION OF BIDS

1. Bidder should consider 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 must 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 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 bidders. Bidders 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 BIDS

1. Bidder 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. Bidder will be responsible for any delay due to other issues.
2. The bidder must digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder must select the payment option as "offline" to pay the tender fee / EMD as applicable **and** enter details of the instrument.
4. Bidder should prepare the PBG 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. 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, **EMD APPLICABLE AND PBG 3% OF THE CONTRACT VALUE SHALL BE SUBMITTED BY SUCCESSFUL BIDDER WITHIN 2-3 DAYS FROM DATE OF AWARD OF CONTRACT OR WILL BE DEDUCTED FROM THE 1ST RUNNING BILL/SUPPLY.**
5. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the while colored (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.
NOTE : If the bidders find any difficulty for submission of the offer through CPP Portal, then they are allowed to submit the their offer in hard copy through post / courier.
6. The serve 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.
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 must 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 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. The contact number for the helpdesk is 1800 233 7315.

Tips to bidders

A. Enrollment process in the Tender site.

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/e-procure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal 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, 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 DSCs 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.

B. Tender search

1. There are various search options built in the CPP Portal, to facilitate bidders to search for 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 Favorites' 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. e-Procurement (GePNIC)

C. Preparation of bids

1. Make folders with the name of the tender number so as to identify the folders easily during the bid document uploading.
2. File and Folder name should not contain any special characters (&, #, etc) or space in between.
3. Download the tender document, NIT, BOQ of the required tender in that folder.
4. Scan the EMD fee instruments/ Tender fee instruments for offline payments if any:-
5. In the case of offline payment, 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 bid submitted will not be acceptable.
6. Scan and keep ready Pre-qualification documents like life certificates, PAN etc if any
7. Prepare the technical bid document and then convert into PDF
8. Prepare the BOQ i.e. fill up required figures in the downloaded XLS document. The BOQ file with the same name has to be uploaded while uploading the financial bids. If there is any change in Name, it may not get uploaded or give an error.
9. Keep all the documents in the same folder for the easy bid document upload.
10. The bid summary must be printed and kept as an acknowledgement as a token of the submission of the bid. It 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 date. For any clarifications with the TIA, the bid no can be used as a reference.

D. Submission of bids

1. Bidder 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. 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 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 e-Procurement (GePNIC) Processing Section, latest by the last date of bid submission. 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.

4. If a standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the while colored (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.
5. The serve 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.
6. 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.
7. Any 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. 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.
9. 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. e-Procurement (GePNIC).

E. Password maintenance

1. The length of the password should be of 8 to 32 characters.
2. The password should be of any *English lowercase and uppercase (a-z and A- Z)* characters.
3. The password must contain at least one number between 0-9.
4. The password must contain at least one special character from these [! @ # \$ ^ * _ ~]
5. Sample password is just like Admin123\$, India2000#, etc.

F. About DSC

1. Digital Signature Certificates (DSC) is the digital equivalent (that is electronic format) of physical paper certificates.
2. Like physical documents are signed manually, electronic documents, for example e-forms are required to be signed digitally using a Digital Signature Certificate. Transactions that are done using Internet if signed using a Digital Signature certificate becomes legally valid.
3. Bidders have to procure **Class 3 signing certificates** only. Only Class 3 is valid for e-tendering purpose.
4. The Certifying Authorities are authorized to issue a Digital Signature Certificate with a validity of one or two years. The maximum period for which

the DSC is issued is only two years. On the expiry of the term, the Digital Signature Certificate can be revalidated by paying the fees again.

5. Digital Signatures are legally admissible in a Court of Law, as provided under the provisions of IT.
6. Digital Signature Certificate (DSC) is not required by Companies but by individuals. For example the Director or the Authorized signatory signing on behalf of the Company requires a DSC. e-Procurement (GePNIC)
7. Each user logs in to the tender site thro' the secured log in by giving the user id/ password allotted during registration & then by giving the password of the DSC. The DSC password will get locked if successively wrong password is given many times.

G. DSC providers for Private firms

A licensed Certifying Authority (CA) issues the digital signature. Certifying Authority (CA) means the authority that has been granted a license to issue a digital signature certificate under

Section 24 of the Indian IT-Act 2000.

1. The vendors like TCS (www.tcs-ca.tcs.co.in), Sify, MTNL, nCode (dsc@ncodesolutions.com), e-Mudhra (www.e-mudhra.com) are issuing DSC's for bidders.
2. The time taken by Certifying Authorities to issue a DSC may vary from three to seven days.

H. Advantage of “My Space” on CPP Portal

1. The bidder can upload Non Sensitive documents prior at any point of time once he logs in to the application. These are not encrypted.
2. The can be anything like PAN Certificate, VAT Certificate, Equipment Details, Manpower Details, Copies of Balance Sheet of last few years, Details of quantity of work executed etc.
3. In some cases the TIA might have uploaded a format while in many cases it may just be a scanned copy of the original which needs to be uploaded.
4. This will avoid repeated upload of common documents and also save space and time.

I. System requirements

1. Windows XP with latest service pack
 2. Loaded IE 7.0 or above
 3. Loaded JRE 1.6 or above
 4. Antivirus Software with latest definition.
 5. Internet connectivity
 6. Scanner to scan the documents if required
 7. Printer and PDF Creator.
- e-Procurement (GePNIC)

J. 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. The contact number for the helpdesk is 1800 233 7315.

Dy. MANAGER(COMMERCIAL)

**NEPA LIMITED,
(A GOVERNMENT OF INDIA ENTERPRISE)
COMMERCIAL DEPARTMENT
Phone + 91-7325 22242
Annexure-B**

REF NO-PUR-1/A/116/2024-25

**SPECIFICATION OF MATERIALS AND UNPRICED COMMERCIAL TERMS OF
WHITE WASTEPAPER**

- (1) **Acceptable Loads** :- (Good quality of paper stock, weight, bale integrity, moisture, order quantity.

If the shipment appears to be in accordance with the order and found acceptable the Buyer shall proceed with the unloading.

- (2) **Brightness Loads** :- Minimum 65-70%

- (3) **Unacceptable Loads** :- (Poor quality of paper stock, weight, bale integrity, moisture, order quantity, etc.)

If the shipment does not appear to be in accordance with the order, the Buyer shall immediately notify the Seller about the rejection of the material.

- (4) **Weighment**: -The material on receipt at our weighbridge shall be weighed & the payment will be made based on quantity recorded at Nepa weighbridge Nepalnagar or challan weight whichever is less.

Please submit following documents at the time of supply along with truck/vehicle:

- Original challan duly signed with complete relevant information.
- Authentic MLR/ bilty.
- Authentic computerized weighment slip of loading point duly sealed and signed must be submitted. Weighment slip must have the name & address, contract number of the weighbridge.

- (5) **Moisture**:- Maximum allowable moisture is 10%, the deduction will be made for more than 10 % moisture. Where excess moisture is present in the shipment, the buyer has the right to reject the shipment. In the regard Nepa Lab. Report shall be final and binding.

Out throws

The term “Out throws” as used throughout this section is defined as “all papers that are so manufactured or treated or are in such a form as to be unsuitable for consumption as the grade specified.”

- (6) **Prohibitive Materials**

The term “Prohibitive Materials “as used throughout this section is defined as:

- a. Any materials which by their presence in a packing of paper stock, more than the amount allowed, will make the packaging unusable as the grade specified.
- b. Any materials that may be damaging to equipment.
- c. All sorted recovered paper stock must be free of food debris, medical waste or hazardous wastes and poisonous or other harmful substances or liquids.
- d. Wax is a Prohibitive unless accepted and pre-approved by the buyer. A material can be classified as an “Out throw” in one grade and as a “Prohibitive Material” in another grade. Carbon paper, for instance, is “UNUSABLE” in Mixed Paper and is, therefore, classified as an “Out throw;” whereas it is “UNUSABLE” in White Ledger and in this case is classified as a “Prohibitive Material.”

(7) Sorted Office Paper (SOP)

Consists of paper, as typically generated by offices, containing primarily white and colored ground wood-free paper, free of unbleached fiber. May include a small percentage of ground wood computer printout and facsimile paper.

Prohibitive Materials may not exceed 1%

Out throws plus prohibitive may not exceed 5%

Note:- If the above said percentage exceeds beyond limit than double penalty imposed in bidders.

(8) Details of Quality of Materials: White Material duly packed in bundles of weight 10/15 Kgs. each / bale – Max. Weight 500 kg having size 1m X 1m X 1m. tightened with metallic wire/ plastic strip free from plastic material, board cover, duplex board, Kraft wrapper, decayed burnt, colored material, hard board, coated laminated carbon paper, oil or grease affected paper, rubber material, thermocol etc. termite moth eaten, road sweep, over aged paper, and dust sandpaper.

9) Rejection Of Material: If the consignment of Wastepaper is rejected due to non-conformity of the specification, the Supplier shall make necessary arrangements to take back the consignment from Nepa Limited site.

10) On completion of loading of the material, Supplier shall intimate the following details immediately to the Purchaser by e-mail i.e. commercial@nepamills.nic.in Name of the Transporter, Vehicle no, Exact quantity, Value, MLR No. and Date.

COMMERCIAL TERMS AND CONDITIONS

Sr. No	Particular	Value	Submitted Or Not Submitted
01	Turnover	Rs. 1 Crore	
02	Work Order or Purchases order	Last Purchases order Old News Paper/ White Wastepaper to any central / state govt. organization / PSU / public listed company / any Paper Mill with documentary evidence (copy of purchases order / copy of work order / agreement and / or work completion certificate issued by competent authority of the customer) in support of pre-qualification criteria duly certified by CEO/ MD/ CFO/ authorized signatory of that company. NEPA LTD reserved the right to reject in case above criteria is not mat.	
03	SD amount	Bidder has to deposit e-PBG of 03% of contract value within 07 days after awarding of contract or the same amount will be recovered from the running bills of the supplier. Bale should be avoided, in case party has supplied WHITE WASTE PAPER in form of bale than the same will be opened in presence of our user and quality team and if any prohibited material found like road swipe, foreign material other	

		then paper, Glass, Plastic, Medical waste etc. found in the lot, the same lot shall be rejected and S.D. will be forfeited without any excuse, no compromise after joint inspection report.	
05	Balance Sheet	Balance sheet and profit and loss account for the last 3 (three) years.	
06	Income Tax Return	Copies of income tax return filled for last three assessment years.	
07	Certificate required	Declaration that the firm has not been blacklisted/debarred by government of India/reserve bank of India / any PSU during last five years duly signed by CEO/MD/CFO.	

SPECIAL GENERAL TERMS AND CONDITIONS

Terms & Conditions – Tender for White Waste Paper (2000 MT)

1. Distribution in Case of 05 Technically Suitable Bidders

Out of the total tender quantity of 2000 MT of White Waste Paper, 30% shall be awarded to the L-1 bidder. The remaining 70% shall be distributed serially among the next lowest technically suitable bidders (up to L-5), subject to their acceptance of the L-1 rate.

In case the other 04 technically suitable bidders do not accept the L-1 rate for the balance 70% quantity, the same shall be allotted to the L-1 bidder.

Sr. No	Rank	Percentage	Qty in MT	Delivery period in days
1	L-1	30%	600	30
2	L-2	25%	500	25
3	L-3	20%	400	20
4	L-4	15%	300	15
5	L-5	10%	100	10
		tal Qty in MT	2000	

2. Distribution in Case of 04 Technically Suitable Bidders

If there are 04 technically suitable bidders, the quantity shall be distributed as per the table below. If the other 03 bidders do not accept the L-1 rate, the remaining quantity shall be allotted to the L-1 bidder.

Sr. No	Rank	Percentage	Qty in MT	Delivery period in days
1	L-1	40%	800	30
2	L-2	30%	600	25
3	L-3	20%	400	20
4	L-4	10%	200	15
		tal Qty in MT	2000	

3. Distribution in Case of 03 Technically Suitable Bidders

If there are 03 technically suitable bidders, the quantity shall be distributed as per the table below. If the other 02 bidders do not accept the L-1 rate, the remaining quantity shall be allotted to the L-1 bidder.

Sr. No	Rank	Percentage	Qty in MT	Delivery period in days
1	L-1	50%	1000	30
2	L-2	30%	600	25

3	L-3	20%	400	20
		tal Qty in MT	2000	

4. Distribution in Case of 02 Technically Suitable Bidders

If there are 02 technically suitable bidders, the quantity shall be distributed as per the table below. If the L-2 bidder does not accept the L-1 rate, the remaining quantity shall be allotted to the L-1 bidder.

Sr. No	Rank	Percentage	Qty in MT	Delivery period in days
1	L-1	60%	1200	30
2	L-2	40%	800	25
		tal Qty in MT	2000	

Additional Conditions

1. Bidders are requested to submit an undertaking along with the technical documents confirming their readiness to supply the full tender quantity at the quoted rate, if required.
2. After completion of the delivery period, the Company reserves the right to review its decision regarding acceptance of the remaining quantity of material.
3. The bidders shall complete the supply strictly within the specified delivery period.
4. NEPA reserves the right to issue the Purchase Order for the full quantity or part quantity, as deemed appropriate.
5. .

(1) UNPRICED COMMERCIAL TERMS :

PRICE TERMS: Price quoted should be firm on F.O.R. Nepanagar basis giving break up of Basic Price, GST and any other tax if payable, levies and transport charges.

1. **PAYMENT TERMS :-**Our payment terms are within 30 working days from the date of acceptance of material after receipt and inspection.
2. **MODE OF DESPATCH :-** By road on Freight Paid basis.
3. **DELIVERY SCHEDULE :** As per Purchase order.
4. **WEIGHTMENT:** The material on receipt at our end shall be weighted. The weight recorded at our end and that of Challan weight, whichever is less will be taken in to account. However, Nepa Limited shall allow variation to the extent of 0.5% in weight to take care of variation in weigh bridges at the loading point and unloading point. For any shortage beyond 0.5%, the cost of material shall be recovered from the supplier on F.O.R. Nepanagar basis.
5. **PENALTY:** In case of non execution of full order by a party within the stipulated period mentioned therein the purchase order against the guaranteed quantity. Penalty 0.5% per week on unexecuted quantity shall be recovered after expiry of delivery period till the cancellation of order. In such cases, besides the recovery of penalty, full amount equivalent to EMD / SD shall be forfeited. The above all will be calculated at the rate inclusive of inventive paid if any, but it should not be more than the 5% of balance order value.

In case supplies have been deferred due to the reasons of Nepa limited, the matter shall be analyzed and decision shall be taken for recovery of penalty, if any, after mutually

discussion with the party.

6. Security deposit / ePBG:- Bidder has to deposit e-PBG of 03% of contract value within 07 days after awarding of contract or the same amount will be recovered from the running bills of the supplier or whose old outstanding dues (without any dispute) are available in Nepa Limited need not to submit fresh SD against order. It will be returned after receipt and acceptance of materials at our mill site as per order terms after execution of the order in full, the S.D. will not bear any interest. In case of breach of any of the terms of contract the same is liable to be forfeited. Bale should be avoided, in case party has supplied the materials in form of bale than the same will be opened in presence of our user and quality team and if any prohibited material found like road swipe, foreign material other than paper, Glass, Plastic, Medical waste etc. found in the lot, the same lot shall be rejected and S.D. will be forfeited without any excuse, no compromise after joint inspection report.

7. TEST REPORT: - The material will be tested at our Laboratory/USER end and the report of our Laboratory/USER for quality, specification, concentration etc. will be final and binding.

8. BID REJECTION CRITERIA: Bidders shall note the bid rejection criteria as indicated in bid. Provisions of these clauses must be adhered to without any deviations, failing which the bid shall be considered to be non-responsive and may be rejected.

9. BID OFFER VALIDITY (FROM END DATE): 180 DAYS

10. PRICE: PRICE SUBMITTED ON GeM, SHALL BE INCLUSIVE OF ALL

11. EMD / PBG: - Supplier shall submit EMD /PBG

EMD / PBG may be submitted in form of NEFT/ RTGS/Electronic transfer in the account of Nepa limited. Account details areas under

Current account no	: 951820110000133
Bank name	: Bank of India
Branch	: Neapanagar
Ifsc code	: BKID0009518
Branch code	: 009518

EMD exemption will be as per government guidelines however no exemption will be given for depositing of performance bank guarantee to any DIC/SSI/MSME/NSIC registered firm.

12. TENDER EVALUATION CRITERIA :- Tender shall be evaluated on net cost to the company i.e. considering GST under reverse charge or input credit of GST.

13. RIGHT OF CANCELLATIONS:- The Nepa reserves the right to cancel the contract or any part thereof without assigning any reason. Nepa also reserves its right, at its discretion, to modify / cancel / delay/ hold/ whole or part award of contract without assigning any reason whatsoever. In the event of the same bidder are not entitled to claim any financial / legal implications on Nepa Limited. Nepa Limited reserves the right to increase or decrease the quality to be ordered up to 25 % of bid quantity at the time of placement of contract.

14.TAXES AND DUTIES:

a. All the rates quoted by the bidder shall be inclusive of goods and supplier tax (GST) and all other taxes and duties applicable at present or levied in future for the tenure of this contract.

- b. If there is any variation in taxes and duties at the time of completion of suppliers for any reasons (including turnover) other than statutory, the same will be borne by the supplier. Any increase in taxes & duties beyond the contractual completion period will be borne by supplier.
- c. TDS at the applicable rates shall be deducted from the bills for which necessary tax deduction certificate shall be issued by the company as per rules.
- d. Taxes deducted at source shall be in accordance with statutory requirements. Supplier shall submit proper invoice to enable Nepa to avail the credit of taxes wherever applicable, paid by the supplier. However, if Nepa is not able to avail the credit due to issuance of defective invoice submitted by supplier or issuance of invoice not capturing the requirement necessary to enable Nepa to claim tax credit then any loss to the Nepa on his account shall be indemnified by the supplier. Nepa may in its sole discretion decide to recover such loss by way of deduction from payment due to the agency or invoking the performance security.
- e. while claiming reimbursement of duties, taxes etc. (like GST, custom duty or any other taxes & duties) from Nepa, as and if permitted under the contract, the vendor shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, vendor shall refund to Nepa, Nepa's share out of such refund received by the vendor. The vendor shall also refund the applicable amount to Nepa immediately on receiving the same from the concerned authorities.

15. FORCE MAJEURE:

- a) In the event of any unforeseen event directly interfering the suppliers arising during the currency of the contract, such as war, hostilities, acts of the public enemy, pandemic, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of god, the contractor shall, within a week from the commencement thereof, notify the same in writing to the Nepa with reasonable evidence thereof. Unless otherwise directed by Nepa in writing, the agency shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event. If the force majeure condition(s) mentioned above be in force for a period of 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days' notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract prior to such termination.
- b) The agency shall not be liable for imposition of any such sanction so long the delay and/or failure of the agency in fulfilling its obligations under the contract is the result of an event of force majeure.
- c) In case due to a force majeure event Nepa is unable to fulfil its contractual commitment and responsibility, Nepa will notify the agency accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

16. **ARBITRATION CLAUSE:** All the disputes and differences arising between the parties hereto, including any dispute or difference in regard to the interpretation of any provisions or term or meaning thereof, or in regard to any claim of one party against the other or in regard to the rights and for obligation of any party or parties hereto under this agreement or otherwise, howsoever shall be referred to the sole arbitrator by the parties and the sole arbitrator would be as per provision of arbitration and conciliation act (amended act 2015) and place of arbitration would be at Neapanagar, district Burhanpur. all the disputes in respect of enforcement of the contract/agreement as per the 7 / 9 Indian contract act, 1872 or any tax dispute, if, arises during the execution of the contract of if, any dispute in respect of change in tax slab, due to change in legislation or any new enactment come during the enforcement of the agreement, the said matter shall be

referred to the arbitrator and the same would have been appointed as per provision of arbitration and conciliation act (amended act 2015). all the disputes in relation to tax, quantity or in any other nature which arises between the parties during the execution of the agreement or enforcement of the said agreement then matter shall be referred to the sole arbitrator and apart from this, no claim or adjustment shall be made by the Nepa Ltd. in respect of any claim and all the disputes shall be adjudicated by the sole arbitrator and arbitration proceedings shall be governed by the arbitration and conciliation act (amended act 2015).

17. **JURISDICTION:** All disputes arising out of or in any way connected with this tender/order/contract shall be deemed to have arisen at Neapanagar Distt. Burhanpur in the state of Madhya Pradesh and within the jurisdiction of Court at Burhanpur which Court shall alone and exclusively determine such disputes.

18. In case a party agrees to all the terms and conditions of Part – A i.e. Technical and Commercial Bid and if they subsequently place any other terms and conditions in Part-B or go back from the earlier accepted as in Part – A , the full amount of EMD/PBG will be forfeited and their offer will not be considered for evaluation.

19. Such tenderers who have not submitted strictly in accordance with the instructions/conditions mentioned herein above considering conditional offers, may liable to be rejected.

20. **GST:** Kindly quote 'GST' if payable extra on total basic rate of each item, please quote GST in '%' inclusive of cess. Mention GST Registration Number (15 digit GSTIN).

If bidder is not liable to take GST registration, i.e., having turnover below threshold of Rs 20 lakhs (Rs 10 lakhs for NE & special Category States), bidders need to submit a certificate to that effect and agree to indemnify the company against future GST liability, during the concurring of the contract.

Further the bidder should notify Nepa Ltd within 15 days from the date of becoming liable to GST and such registration should be submitted to Nepa Ltd.

Those bidders who have opted for Composition scheme under GST, they must submit a declaration to Nepa Ltd indicating their GST registration no.

HSN (Harmonized System of Nomenclature) code for the goods being supplied by the vendor for each item covered under this tender has to be declared in the technical bid.

Services Accounting Code (SAC) for classification of services under GST for each item covered under this tender has to be declared in the technical bid.

21. **Input Tax Credit** Vendor/Supplier/Contractor declares that: Vendor/Supplier/Contractor shall ensure timely submission of invoice (s) as per rules/regulations of GST with all required supporting documents(s) within a period specified in Contracts/LOA to enable Nepa Ltd to avail input tax credit.

Further, returns and details required to be filled under GST laws & rules should be timely filed by bidder/supplier with requisite details.

Vendor/Supplier/Contractor would promptly pay GST, as per law for the supplies made to Nepa Ltd and would upload returns within the prescribed time to enable Nepa Ltd, to avail the input tax credit [ITC].

All necessary adjustment vouchers such as Credit Notes/Debit Notes for any short/excess supplies or revision in prices or for any other reason under the Contract shall be submitted to Nepa Ltd as per GST provisions.

In the event of default on his part in payment of tax and submission/ uploading of monthly

returns, Nepa Ltd is well within its powers to withhold payments, especially the tax portion, until Vendor/Supplier/ Contractor corrects the default and/or complies with the requirements of GST and produces satisfactory evidence to that effect or upon GST appearing on the Company GST portal.

If, because of any delay or default on his part, Nepa Ltd, is rendered unable to avail ITC, he would, at his own cost, get the shortcoming rectified in the return to be filed immediately thereafter.

In case GST credit is delayed/denied to Nepa Ltd reversed subsequently as per GST law, due to non/delayed receipt of goods and/or services and/or tax invoice or expiry of timeline prescribed in GST Law for availing such ITC, non-payment of taxes or non-filing of returns or any other reason not attributable to Nepa, GST amount shall be recoverable from Vendor/Supplier/Contractor along with interest levied/leviable on Nepa Ltd.

In the event of delay getting ITC to Nepa Ltd, due to reasons attributable to Vendor/Supplier/Contractor, Nepa Ltd, reserves the right to recover interest at 12% on the tax credit so available for the number of days the ITC was delayed.

Nepa Ltd may recover such amount from the Security Deposit or any such Deposit/Credit Balance/future payments. Accordingly, Nepa Ltd will raise Invoice/Debit note on the Vendor/Supplier/Contractor.

Nepa Ltd, reserves the right to suspend/cancel/terminate the contract in the event of frequent/multiple/repeated defaults by the Vendor/Supplier/ Contractor in complying with the above requirements as per GST and Vendor/Supplier/Contractor shall be put under Holiday list as mentioned in the Contract.

In case the short coming is not rectified by the Vendor/Supplier/ Contractor and Nepa Ltd ends up in reversal of credits and/or payments, Vendor/Supplier/Contractor is fully liable for making good all the loss incurred by Nepa Ltd as a result of default.

Any GST liability arising on Nepa Ltd under reverse charge before actual receipt of goods and or services and/or invoice thereof would be subject to recovery of interest leviable for the period between the date of such liability and actual date of eligibility of ITC based on receipt of goods, receipt of invoices and other conditions specified in GST law, as applicable.

In case the GST rating of vendor on the GST portal/Govt. official website is negative/blacklisted, then the bids may be rejected by Nepa Ltd. Further, in case rating of bidder is negative/blacklisted after award of work for supply of goods/services, then Nepa Ltd shall not be obligated or liable to pay or reimburse GST to such vendor and shall also be entitled to deduct/recover such GST along with all penalties/interest, if any, incurred by Nepa Ltd.

To make the ITC is available to Nepa Ltd promptly; the vendor/contractor undertakes to upload scanned copy of invoice with the supporting documents in the portal specifically designed for the purpose in Nepa Ltd website within 3 days of dispatch/completion of service from his end. Noncompliance of the same shall attract the penal clauses as may be reasonably decided Nepa Ltd.

Any late delivery i.e., delivery after the due date attracts damages. It is agreed by the bidder that such damages become recoverable by Nepa Ltd with applicable GST thereon.

Exemption to verified MSE/ startups: Relaxation of norms for startups medium enterprises in public procurement regarding prior experience - prior turnover criteria may be given as per prevailing government of India guidelines subject to meeting of quality and technical specifications of Nepa limited.

22. **Make in India clause:** The provisions of the revised public procurement

(preference to make in India) order 2017 - dated 04th June 2020 (and subsequent amendments, if any) by department for promotion of industry and internal trade, GOI shall apply to this bid/tender to the extent feasible.

23. **MSME AND STARTUPS CLOUSE:-** “in order to encourage participation of MSMES and Startups, partial exemption in experience criteria shall be applicable. Accordingly, bidders registered as MSMES or recognized as Startups under DPIIT shall be considered eligible if they possess minimum 01 year of relevant experience in place of the standard experience requirement. However, no relaxation shall be provided in respect of turnover criteria, and MSMES/startups will be required to meet the turnover requirement in full.”

23. This tender document complies with the "**Public Procurement (Preference to Make in India) Order, 2017**" issued by DIPP and "**Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012**" issued by MoSME.

24. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.

25. **Preference to Make in India products (For bids < 200 Crore) :** Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 04.06.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

Please submit technical specifications with sample and other relevant commercial terms (excluding rate) with below sheet (As ANNEXURE-C).

ANNEXURE-C

**UNPRICED COMMERCIAL BID FORMAT
PART "A"
BIDDERS INFORMATION SHEET**

FIRMS NAME			
REGISTERED OFFICE			
ADDRESS			
CITY			
STATE			
PINCODE			
TELEPHONE NO.			
E-MAIL ID.			
CORPORATE E-MAIL I.D.			
WORKS ADDRESS			
CITY			
STATE			
PINCODE			
TELEPHONE NO.			
GSTIN NO.			
YEAR OF ESTABLISHMENT			
CLASSIFICATION OF INDUSTRY	MSME/NSIC/SMALL / MEDIUM / LARGE SCALE		
STATUS	1) PUBLIC 3) PROPRIETARY AND	2) PARTNERSHIP PRIVATE	
NAME OF OWNER			
CONTACT PERSON			
DESIGNATION			
PHONE NO.			
DETAILS OF TURNOVER			
YEAR	TURNOVER	PROFIT AFTER TAX	NO.OF EMPLOYEES
2024-25			
2023-24			
2022-23			

GST No.	
BANKERS DETAILS	
ADDRESS	
CITY	
PIN CODE	
INCOME TAX (PERMANENT ACCOUNT NO.)	
ACCOUNT NUMBER/IFSC	

LIST OF MAJOR ORDERS EXECUTED FOR REFERENCE:

S.NO.	ITEM	COMPANY	QUANTITY
1.			
2.			
3.			

WHETHER REGISTERED WITH	DGS&D / NSIC / SSI
IF SO REGISTRATION NO.	
ITEM MANUFACTURED	
SUPPLIED	
LEAD TIME REQUIRED FOR	NO. OF DAYS
HAVE YOU SUPPLIED ONP OR ANY ITEM TO NEPA LTD. PREVIOUSLY, IF SO ORDER REF.	YES/ NO
DETAILS OF EARNEST MONEY: - 3% ePBG SHALL BE SUBMITTED BY SUCCESSFUL BIDDER WITH IN 15 DAYS AFTER RELEASE OF PO OR THE SAME AMOUNT WILL BE DUDUCATED FROM CURRENT RUNNING BILLS. (Please attach DD as per list in technical specifications)	
AMOUNT IN Rs.:	NEFT DETAILS/DD NO.:
DEPOSIT:	BANKER'S NAME:

PRICE BID SHALL BE SUBMITTED ON PARTY'S LETTER HEAD IN SEPARATE SEALED ENVELOPE IN GIVEN FORMAT IN ANNEXURE "D".

PRICE BID FORMAT
PART 'B'

REF. NO.: TENDER NO.PUR-1/A/116/2024-25

DATE :-

DESCRIPTION

- I) BASIC PRICE PER MT : Rs.
- II) GST*(HSN CODE) INCLUSIVE OF CESS IF ANY WITH % : Rs.
- III) TRANSPORTATION CHARGES FROM LOADING STATION----- TO NEPANAGAR BY ROAD : Rs.
- IV) GST*INCLUSIVE OF CESS, IF ANY ON TRANSPORTATION: Rs.
CHARGES IF APPLICABLE (SAC CODE WITH %)
- V) OTHER CHARGES, IF ANY : Rs.
- VI) TOTAL PRICE INCLUDING ALL CHARGES : Rs.
F.O.R. NEPANAGAR BASIS.

*IF GST IS NOT APPLICABLE TO THE BIDDER OR BIDDER HAS OPTED FOR COMPOSITION SCHEME, BIDDER HAS TO SUBMIT A CERTIFICATE TO THAT EFFECT.

WE HEREBY FURTHER ACCEPT ALL THE TERMS AND CONDITIONS ENCLOSED WITH THE TENDER DOCUMENTS.

SIGNATURE AND SEAL OF THE SUPPLIER

DATE :

NEPA LIMITED : NEPANAGAR (MP)

Bidder instructions for filling the tender document.

1. Intending bidders are requested to carefully study the bid documents including the terms and conditions enclosed before submitting their bid.
 2. Bidders are requested to quote rate strictly as per our specifications.
 3. Bids documents are not transferable.
 4. **Price Part: Prices** quoted should be firm on F.O.R. Nepa Nagar basis giving breakup of basic price, GST and any other tax if payable and transportation charges. Breakup is must while submitted your offer (**Ref. Annexure-D- PART 'B'**). **Price part of only those suppliers will be opened whose PART-A is accepted.**
 5. **EMD:** - Applicable.
 6. Fax/Telex/Telegraphic offers will not be considered.
 7. Offers should be valid for 180 days from the date of opening for our acceptance.
 8. The Company may accept/reject the whole or part of an offer without assigning any reason. The Company may split the quantity required between two or more bidders as per government guidelines for "**Public Procurement (Preference to Make in India) Order, 2017**" issued by DIPP and "**Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012**" issued by MoSME.
 9. Bids not submitted strictly in accordance with the general terms and conditions are liable to be rejected.
 10. Offer shall not be accepted if payment terms quoted other than our terms.
 11. The offers submitted with payment terms through L/C shall be rejected.
 12. For other terms please refer our general conditions of the tender attached herewith.
 13. Please submit the Bid by the schedule date and time.
- Thanking you,

DY. MANAGER(COMMERCIAL)

GENERAL CONDITIONS OF THE TENDER

1. Intending bidders are requested to study carefully all the tender documents/conditions and understand the tender/contract conditions before quoting their rates.
2. Tenderer will have to submit their past performance with convincing proof of their having supplied such quality material as per the schedule of tender to other reputed consumers/organization/ Companies etc along with the tender.
3. The quantity indicated shall have to be supplied according to delivery schedule to be specified by Company.
4. The tenderer should submit certificate regarding their financial standing. The tender should be accompanied with the latest Annual Report or Balance Sheet.
5. The tenderers should clearly indicate whether they are manufacturers or agents of manufacturers of the material offered. In case, they are agents of the manufacturers, the name, full address, phone Nos., Fax Nos., Registration No. etc. of the manufacturers should be clearly stated. The tenderers shall indicate the turnover, plant capacity, Equipments available etc., as given in the **Annexure-C Part-A**. About tendering firm should be furnished in the enclosed form **Annexure-C Part-A**.
6. The company reserves the right to accept or reject any tender or all tenders either in full or part without assigning any reason for doing so/ or carry out negotiations as considered suitable by the company. The company also reserves the right to split up the tender between two or more tenderers. Any revision in price/terms and conditions of the tender submitted by the tenderers on their own accord after opening of the tenders shall not be accepted by the company.
7. The rate should be quoted in figures as well as in words. In case of difference in figures and words, the amount in words should be considered.
8. The rate should be quoted on F.O.R. Nepanagar basis including GST, Insurance, Cess or any other tax or levies as applicable. Transit Insurance, Transportation charges etc. are to be mentioned separately.
9. All the supplies received at our end will be checked in our factory at Nepanagar.
10. Notwithstanding anything herein contained the suppliers will undertake to be responsible for the safe arrival of the goods in good condition and without any loss or damage at the destination until the same be delivered to and received by the Mills at its works or other places of final destination .And for this purpose goods carried by Railway or other carriers shall be deemed to be so carried at the risk of suppliers. If on inspection at the final destination, the company discover any loss in the goods supplied or that they are received in damaged or broken condition and that in the opinion of the company that they are not of the contracted quality or specification, the company shall be entitled (Notwithstanding that the goods shall have passed to the Mills) to refuse/accept or reject the goods altogether and claim damages or cancel the contract and buy the balance quantity from the open market against the suppliers cost and risk in due fulfillment of the contract.
11. The tenderer would remain fully responsible to the company for the quality and quantity of such material and for full execution of the order. If at any time it is found that the tenderer, his/their sub-suppliers, agents and/or employees is/are involved and are indulged in malpractice of the company shall be at liberty to claim compensation from the tenderer for the loss incurred and/or confiscate the Security Deposit without any further notice to the tenderer and at the risk of the tenderer.

12. Price quoted should be firmed for the entire period of contract. The price however will be subjected to variation (Plus or Minus) only to the extent of changes in statutory duties and levies on the finished product. The tenderer should clearly indicate in the offer extent of duties and levies included in the price quoted by them. The claim for increase in price on the above account will be required to be supported with evidence.
13. The Company reserves the right to increase or decrease the quantity on order up to 50% (Fifty). However, the company, at its discretion, to further increase the quantity of the contract or the total tendered quantity keeping the period of supply and terms and conditions of the contract unchanged.
14. The offer should remain firm and valid for acceptance by the company up to a period of 180 days (One Hundred Eight days) from the date of opening of tender.
15. EMD: - Applicable.
16. Security Deposit/Performance Bank Guarantee, which is liable to be forfeited in case of breach of any of the terms of contract. In the event of the supplier failing to supply the material ordered in full or in part as per the schedule given by the company and the company having required to purchase the same at a higher price from other sources, the suppliers will be liable to pay such extra cost to the company. **The Security Deposit will be released after completing the supply satisfactorily.** The Earnest Money Deposit of unsuccessful tenderers will be refunded to them, and Security Deposit will not bear any interest.
17. If the supplier shall desire extension of time for completion of the supply on the ground of their having been unavoidably hindered in their execution or any other ground, they shall apply in writing to the Mills within 7 days of the date of hindrance on account of which they desire such extension as aforesaid on the Mills, if in their opinion, finds reasonable company may allow such extension of time. In case of extension of time given if granted it shall be without prejudice to the company's right to recover loss or damage suffered due to delay in execution of the supply and shall not be deemed to constitute waiver thereof. Any application for extension of time made by the suppliers after expiry of due date for completion of the supply as per terms/contracts shall not be entertained or be deemed valid.
18. The company will not undertake any responsibility for deterioration of the quality on account of transit delayed.
19. CAUSE OF FORCE MAJEURE: Act of God (like Earthquake/Floods/Storms etc.) act of Estates the direct and indirect consequence of wars (declared or undeclared) Hostilities, National emergencies, Civil Commotion's, strikes and lock outs (only those which exceeds duration of 10 continuous days) of seller's complete work or any other reason beyond the control of the seller and if accepted by the Purchaser. (The seller shall immediately inform the purchaser giving the details and documentary proof at the beginning and end of such impediments. It is understood that delivery dates will be extended only for the duration of above-mentioned impediments.

**INTEGRITY PACT:
PACKAGE FOR WHITE WASTE PAPER
TENDER DOCUMENT NO.
NTEGRITY PACT**

Between
NEPA LIMITED, a Govt. of India Enterprise (hereinafter
referred to as "The Buyer") and
..... (hereinafter referred to as "The
Bidder/Contractor ") and
..... (hereinafter referred to as "JV Partner/
Consortium Members"
(if applicable)

Preamble

The Buyer invites the bids from all eligible bidders and intends to enter Contract for with the successful bidder(s), as per organizational systems and procedures. The Buyer values full compliance with all relevant laws and regulations, and the principles of economical use of resources, and of fairness and transparency in its relations with its Bidder(s) and/or Contractor(s). In order to achieve these goals, the Buyer has appointed two Independent External Monitor(s) (IEM), who will monitor the bidding process and the execution of the Contract for compliance with the principles mentioned above.

Section 1 Commitments of the Buyer

1. The Buyer Commits itself to take all measures necessary to prevent corruption and to observe the following principles in this regard:-
 - a) No employee of the Buyer, either in person or through family members including relatives, will in connection with the bidding for or the execution of a Contract, demand or accept a promise for or accept for him/herself or for a third person, any material or immaterial benefit to which he/she is not legally entitled to.
 - b) The Buyer shall, during the bidding process treat all Bidders with equity and reason. The Buyer will, in particular, before and during the bidding process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the bidding process or the Contract execution.
 - c) The Buyer will exclude from the process all known prejudiced persons.
2. If the Buyer obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act or if there be a substantive suspicion in this regard, the Buyer will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 Commitments and Undertakings by the Bidder/Contractor

1. The Bidder/Contractor commits and undertakes to take all measures necessary to prevent malpractices & corruption. He commits himself to observe the following principles during his participation in the bidding process and during the execution of the contract:
 - a) The Bidder/ Contractor undertakes not to, directly or through any other person or firm offer, promise or give or influence to any employee of the Buyer associated with the bidding process or the execution of the contract or to any third person on their behalf any material or immaterial benefit which he/she is not legally entitled, in order to obtain in exchange any advantage of any kind whatsoever during the bidding process or during the execution of the contract.
 - b) The Bidder/ Contractor undertake not to enter into any undisclosed agreement or understanding, whether formal or informal with other Bidders. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other action to restrict competitiveness or to introduce cartelization in the bidding process.
 - c) The Bidder/Contractor undertakes not to commit any offence under the relevant Anti-corruption Laws of India; further the Bidder/Contractor will not use improperly, any information or document provided by the Buyer as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically for purposes of competition or personal gain and will not pass the information so acquired on to others.
 - d) The Bidder/ Contractor, when presenting his bid, undertakes to disclose any and all payments made, or is committed to or intends to make to agents, brokers or any other intermediaries in connection with the bidding process and / or award of the contract.
 - e) The Foreign Bidder/ Contractor, when presenting his bid, undertakes to disclose the name and address of agents and representative in India. Further, Indian Bidder/ Contractor when presenting his bid, undertakes to disclose the name and address of its foreign principals or associates.
2. The Bidder/ Contractor will not instigate and allure third persons/parties to commit offences outlined above or be an accessory to such offences.

Section 3 Disqualification from Bidding Process and Exclusion from Future Contracts

1. If the Bidder(s)/ Contractor(s), before award or during execution has committed a transgression through a violation of any provisions of Section 2 so as to put his reliability or credibility as Bidder into question, the Buyer shall be entitled to disqualify the Bidder(s)/ Contractor(s) from the bidding process or to terminate the contract, if signed on that ground.

2. If the Bidder/ Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Buyer shall be entitled to exclude including blacklist and put on holiday the Bidder/ Contractor for any future tenders/contract award process. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the Buyer taking into consideration the full facts and circumstances of each case particularly taking into account the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a period not exceeding two (02) years.
3. A transgression is considered to have occurred if the Buyer after due consideration of the available evidence concludes that no reasonable doubt is possible.
4. The Bidder with its free consent and without any influence agrees and undertakes to respect and uphold the Buyer's absolute rights to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
5. Subject to full satisfaction of the Buyer, the exclusion of Bidder/ Contractor could be revoked by the Buyer if the Bidder/ Contractor can prove that he has restored/ recouped the damage caused by him and has installed a suitable corruption prevention system in his organization.

Section 4 Compensation for Damages including Forfeiture of Earnest Money Deposit/ Security Deposit/ Performance & Advance Bank Guarantees

1. If the Buyer has disqualified the Bidder/ Contractor from the bidding process or has terminated the contract pursuant to Section 3, the Buyer shall forfeit the Earnest Money Deposit/Bid Security, encash Contract Performance Bank Guarantees in addition to excluding the bidder from the future award process and terminating the contract.
2. In addition to 1 above, the Buyer shall be entitled to take recourse to the relevant provisions of the contract related to Termination of Contract due to Contractor's Default.

Section 5 Previous Transgressions

1. The Bidder swears on oath that no previous transgression impinging on anti- corruption principles / any malpractice as mentioned in Section-2 has occurred in the last three years immediately before signing of this Integrity Pact, with any other company / any Public Sector Enterprise/ Undertaking in India / any Government Department in India.
2. If the Bidder makes incorrect statement on previous transgression as mentioned above in para 1, Bidder can be disqualified from the

bidding process or the contract, if already awarded, can be terminated on this ground.

Section 6 Company Code of Conduct

Bidders are also advised to have a company code of conduct (clearly rejecting the use of bribes and other unethical behavior) and a compliance program for the implementation of the code of conduct throughout the company.

Section 7 Independent External Monitors (IEM)

1. The Buyer has appointed two competent and credible Independent External Monitor for this Pact (hereinafter referred to as Monitors).
 - i) Shri Vishnu Dev Misra,
Email-
vdmips@gmail.com
 - ii) Shri Mahendra Sinh J Parmar
Email – mahendrasinhparmar@live.com
2. The task of the IEMs is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
3. The IEMs are not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He shall report to CMD of the Buyer or a person authorized by him.
4. The Bidder/Contractor accepts that the IEMs have the right to access without restriction to all Project documentations of the Buyer including that provided by the Contractor. The Contractor will also grant the IEMs, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his Project Documentations. The same is applicable to Subcontractors. The IEMs are under contractual obligation to treat the information and documents of the Bidder / Contractor / Sub-Contractors/ JV partners/Consortium member with confidentiality.
5. The Buyer will provide to the IEMs sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Buyer and the Contractor. The parties offer to the IEMs the option to participate in such meetings.
6. As soon as the IEMs notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Buyer (CMD of the Buyer or a person authorized by him) and request to discontinue or to take corrective action, or to take other relevant action. The IEMs can in this regard submit non-binding recommendations. Beyond this, the IEMs has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, Independent External Monitor shall give an opportunity to the bidder/contractor to present its case before making its recommendations to the Buyer.
7. The IEMs will submit a written report to CMD of the Buyer or a person authorized by him within 30 days from the date of reference or intimation to him by the Buyer and, should the occasion arise,

submit proposals for correcting problematic situations.

8. The Bidder / Contractor accepts that they shall not approach courts while the matter / complaint / dispute has been referred to the IEM in terms of this pact and they shall await IEM's decision before approaching any Court.
9. If the IEMs have reported to CMD of the Buyer or a person authorized by him a substantiated suspicion of an offence under relevant IPC/ PC Act, and he has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the IEMs may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
10. The word " IEM" will include Singular or Plural.

Section 8 Pact Duration

This Pact comes into force from the date of signing by all the parties. It shall expire for the Contractor 12 months after the last payment under the respective Contract, and for all other unsuccessful bidders 6 months after the Contract has been awarded.

Section 9 Miscellaneous Provisions

1. This Pact is subject to Indian Law. The place of performance and jurisdiction shall be Nepa Limited, Neapanagar (M.P.).
2. Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
3. The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.
4. If the Contractor is a JV partnership / Consortium, this agreement must be signed by all the partners of JV / Consortium Partners as the case may be.

The Parties hereby sign this Integrity Pact at on this day Of..2024

Buyer	Bidder/ Contractor Venture Partner(s)/	Joint
member(s)		Consortium (As Applicable)

Witness	Witness	Witness
---------	---------	---------

1. _____	1. _____	1. _____
----------	----------	----------

2. _____	2. _____	2. _____
----------	----------	----------

Dy. MANAGER(COMMERCIAL)