



Design, Engineering Supply, Construction, Erection, Testing, Commissioning, Grid synchronization of Hybrid Roof-Top 100 kW(AC) Mono crystalline (PERC) Solar PV Power Plant at NIWE, Chennai, Tamil Nadu.

IMPORTANT INSTRUCTIONS TO BIDDERS – CPP PORTAL

- A. Bidders should do the registration in the Central Public Procurement Portal (CPP-Portal) <http://eprocure.gov.in/eprocure/app> using the option available (online bidder enrolment). The portal enrolment is free of cost. Bidders are advised to go through the instructions/information provided at **Help for Contractors, Information about DSC, FAQ, and Bidders Manual Kit** on Portal's homepage. The Digital Signature registration has to be done with the e-token, after logging into the site.
- B. For any technical related queries regarding online registration please call the Helpdesk. The 24 x 7 Help Desk Number **0120-4200462, 0120-4001002** Mobile : **+91 8826246593** and E-Mail : support-eproc@nic.in Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details.
- C. For any policy related matter / clarifications kindly contact cphp-doe@nic.in managed by Department of Expenditure, Ministry of Finance.
- D. For any issues / clarifications relating to the tender(s) published kindly contact the respective Tender Inviting Authority (NIWE).
- E. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.
- F. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender schedule and they should be in **.pdf / .xls / .jpeg / .rar** formats only.
- G. After the bid submission, (the bid token number) given by the e-tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender.
- H. Bidders should ensure that prices should not be indicated anywhere in the Technical part of the Bid (unpriced part). The prices should be indicated only in the price bid and nowhere else.
- I. **The prospective Bidders should register themselves in the CPP Portal and submit the Bids electronically through the CPP portal only. The paper based physical Tender submission is not permitted. Bids submitted/received through any other mode other than NIC-CPP portal shall summarily be rejected.**
- J. Bidders are requested to register for future tenders in Government e-Market Place (GeM). GeM is a dedicated digital e-commerce platform of Government of India. Therefore, it is compulsory to get registered in GeM for participating in tenders and for supply of all Goods and Services to this Organization. Suppliers can register in GeM as a Seller by accessing the portal www.gem.gov.in