

1.0 All the bids must be accompanied by Earnest Money Deposit, as mentioned above. **Bids not accompanying the Bidding Document Cost and Earnest Money Deposit, or those accompanied by these instruments of inadequate value, shall not be entertained and in such cases, the bids shall not be opened.**

The bid Document fee and Earnest Money Deposit and must reach the following address in a sealed envelope superscribed “**EMD and Bidding Document Fee for. CESL/06/2022-23/SHL-Goa/222307004** Date:19.07.2022 “**before** the submission date & time mentioned above.

CGM -SCM (CESL),  
Convergence Energy Services Limited  
Core-3, 2<sup>ND</sup> Floor,  
SCOPE Complex,  
Lodhi Road, New Delhi-110003

The details of the instruments of Bidding Document Cost (DD/BG, etc. as applicable) have to be entered online in relevant fields/columns of the module while submitting the E-bid. It must be ensured by the bidder that the original instruments towards Bidding Document Cost and EMD are received by CESL before opening time of the techno-commercial bids for verification of the details of the same as given online by the bidder. Failure to comply with this would render the bid liable for rejection and the bid will not be opened online. CESL will not be responsible for any delay, loss or non-receipt of Bidding/RfP Document Cost or EMD sent by post/courier.

Any relaxation/exemption sought by bidders shall only be considered in accordance with relevant clauses Section-2 (ITB) regarding submission of EMD and Bidding Document Cost and shall be subject to fulfilment of conditions defined in the said clauses. Since all the conditions explained in the said clauses for seeking exemption from submission of Bidding Document Cost & EMD are self-explanatory, bidders should ascertain about their fulfilment of all conditions and submit their bid accordingly. If at any stage, it is found that false information is furnished or non-compliance of any of the conditions defined at the said clauses, the bid/offer shall be considered as non-responsive and would not be considered for further evaluation. Bidder seeking exemption from submission of the Bidding Document Cost and the EMD has to mandatorily submit/upload the scanned copy of their valid original registration certificate(s) as asked for in the relevant, clause along with other relevant documents as part of their online bid.

2.0 CESL reserves the right to cancel / withdraw the IFB without assigning any reason whatsoever and in such a case, no bidder / intending bidder shall have any claim arising out of such action.

3.0 The subject procurement will be done through e-tendering. The NIT is available on the website <https://cesl.eproc.in> or could be viewed after following the link of ‘e-Tendering’ on CESL's website's Home Page, i.e., <http://convergence.co.in> from where the bidders registered with CESL (registration process is explained at the Home Page) will be able to download the Tender documents and submit their bids online. The Tender submission, Tender closing and opening will be done electronically and online.

**NOTE: CESL has appointed M/s. C1 India Pvt. Ltd., NOIDA as implementation agency for carrying out e-Procurement. Also, as per IT ACT 2000, use of Digital Signature Certificate (DSC) is mandatory for participating in the E-tendering process. New bidders should register on the website <https://cesl.eproc.in> by payment of one-time registration fee of Rs. 5,000/- through DD in favour of “Convergence Energy Services Limited”.**

*Bidders are requested to visit “e-Tendering” section at CESL website, [www.ceslindia.org](http://www.ceslindia.org) for instructions and registration on E-tendering portal.*

**Steps for Registration on CESL’s E-Procurement Portal**

- (i) Open portal by entering URL <https://cesl.eproc.in> in internet explorer.
- (ii) Download and read ‘System Requirement Manual’ and Registration Manual from our e-tendering portal <https://cesl.eproc.in>

**NIT/Bid Document No.:** CESL/06/2022-23/SHL-Goa/222307004

Date: 19.07.2022

Signature: N=MAHENDRA SINGH, ST=DELHI, OID 2.5.4.17=110003, OU=SUPPLY CHA  
MANAGEMENT, O=ENERGY EFFICIENCY SERVICES LIMITED, C=IN  
User ID : mahendra.singh  
Serial No : 131B3D0

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(IFB)

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- (iii) Click on 'Login/Sign Up' link and then Registration link for new registration.
- (iv) Fill all mandatory fields and click on submit button.
- (v) Login with the user id and password you have created. You will be redirected to a page where you have to enter your challenge phrase which is received in your registered email id.
- (vi) Register your class-III Signing and Encryption Digital Signature Certificate (DSC).
- (vii) Fill all mandatory fields of Common Info form and upload scan copy of your DD (in favour of "Convergence Energy Services Limited", Delhi) in PDF format of INR 5,000/- and click on save and send the original DD to CESL, Delhi office, Covering Letter on your letter head pad and print out of page regarding registration of approval (automatically generated on screen).
- (viii) Also read the instructions given under E-tendering link available at home page of CESL website [www.convergence.co.in](http://www.convergence.co.in) .

**Note:** Online registration shall be done on e-tendering website, i.e., <https://cesl.eproc.in> & in general, activation of registration may take 24 hours subject to the submission of original DD. It is sole responsibility of the bidder to register in advance.

**A. Digital Signature Certificate:**

It is mandatory for all the bidders to have class-III Digital Signature Certificate (DSC) with signing and Encryption certificate (in the name of person who will sign the BID) from any of the licensed Certifying Agency (Bidders can see the list of licensed CAs from the link [www.cca.gov.in](http://www.cca.gov.in) ) to participate in e-tendering of CESL.

**B. CESL Global Support Telephones and e-mail id**

Contact Details: +91-124-4302033/36/37, +91-8826814007  
[eeslsupport@c1india.com](mailto:eeslsupport@c1india.com), [sandeep.bhandari@c1india.com](mailto:sandeep.bhandari@c1india.com)

