



தொழிலாளர் வருங்கால வைப்பு நிதி நிறுவனம் /
कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION

(தொழிலாளர் மற்றும் வேலைவாய்ப்பு அமைச்சகம், மத்திய அரசு)
 (श्रम और रोजगार मंत्रालय, भारत सरकार) (MINISTRY OF LABOUR, GOVT. OF INDIA)

பிராந்திய அலுவலகம், இரும்பாலை ரோடு, தளவாய்பட்டி, சேலம் 636302
 क्षेत्रीय कार्यालय, थलवाईपट्टी, स्टील प्लांट रोड, सेलम 636302

REGIONAL OFFICE, STEEL PLANT ROAD, DALAVAIPATTI, SALEM-636 302.

www.epfindia.gov.in, eMail - ro.salem@epfindia.gov.in, Phone: 0427-2902041, 2902042, 2900388

सं No.CB/RO-SLM/F&G/Tender/Canteen/2020-21

दिनांक Dated 14.07.2020

<https://epfo.euniwizarde.com>

के माध्यम से निविदा के लिए नोटिस

NOTICE INVITING FOR TENDER THROUGH

<https://epfo.euniwizarde.com>

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, सेलम
<https://epfo.euniwizarde.com/> के माध्यम से क्षेत्रीय कार्यालय, सेलम के लिए नए परिसर में
 कार्यालय कैंटीन के लिए बोली / कोटेशन हेतु निविदा आमंत्रित करता है। अतः, सभी प्रतिभागियों से
 अनुरोध है कि वे उपरोक्त पोर्टल को देखें। बोली / कोटेशन दस्तावेज इसके साथ संलग्न है।
 (<https://epfo.euniwizarde.com/>) के माध्यम से निविदा प्राप्त करने की अंतिम तारीख
 05.08.2020 @ 17.00 घंटे है।

Employees' Provident Fund Organization, Regional Office, Salem invites
 tender through <https://epfo.euniwizarde.com/> for Bid/Quotation for Office Canteen
 in the new Premises for Regional Office, Salem. Hence, all the participants are
 requested to visit the above portal. The Bid/Quotation document is enclosed
 herewith. The last date for receipt of Tender through (<https://epfo.euniwizarde.com/>)
 is 05.08.2020 @ 17.00 hours.

(यह क्षेत्रीय भ.नि.आयुक्त - I की अनुमति से जारी किया गया है।)

(This issues with the approval of Regional PF Commissioner-I)

(नवीन इम्मानुएल NAVEEN EMMANUEL)

सहायक भ.नि.आयुक्त Assistant P.F. Commissioner

कर्मचारी भविष्य निधि संगठन

Employees' Provident Fund Organization

क्षेत्रीय कार्यालय, सेलम Regional Office, Salem

17/7/20



தொழிலாளர் வருங்கால வைப்பு நிதி நிறுவனம் /
कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION

(தொழிலாளர் மற்றும் வேலைவாய்ப்பு அமைச்சகம், மத்திய அரசு)
 (श्रम और रोजगार मंत्रालय, भारत सरकार) (MINISTRY OF LABOUR, GOVT. OF INDIA)

பிராந்திய அலுவலகம், இரும்பாலை ரோடு, தளவாய்பட்டி சேலம் 636302
 क्षेत्रीय कार्यालय, थलवाईपट्टी, स्टील प्लांट रोड, सेलम 636302

REGIONAL OFFICE, STEEL PLANT ROAD, DALAVAIPATTI, SALEM-636 302.

www.epfindia.gov.in, eMail - ro.salem@epfindia.gov.in, Phone: 0427-2902041, 2902042, 2900388



No.TN/RO/SLM/F&G/Canteen/e-tender/2020

Dated 14.07.2020

NOTICE FOR INVITING ONLINE E-TENDER FOR OFFICE
CANTEEN IN TWO COVER SYSTEM

New office premises situated in the Survey. No.46/3B3, Salem Steel Plant Road, Dalavaipatti, Salem. The last date for submission of quotation is 05.08.2020 at 17.00 hours. The quotations will be opened on 15.07.2020 at 12.00 hours in the Regional Office, Salem Steel Plant Road, Dalavaypatti, Salem- 636 302.

The terms and conditions are as follows: -

1. The bidder will deposit a sum of Rs.1,000/- in Demand Draft in the name of the Regional P.F. Commissioner, Salem on account of Earnest Money Deposit (EMD) along with his offer (which shall be converted into security) a non-interest bearing security deposit of the bidder to whom work is allotted which shall be refunded after completion of agreement period. EMD of unsuccessful bidders shall be refunded on allotment of work to the successful bidder.
2. EPFO, Regional Office, Salem shall provide a rent-free Canteen area having 600 sq. feet (approx.) including cooking area and dining area with furntirues, free water, electricity, fans, light fitting etc. free of charge. EPFO shall also provide furniture, trolleys for serving tea, coffee and snacks, refrigerator, cooking gas connection on free of cost. But the maintenance cost of equipments and refilling of cooking gas shall be borne by the contractor.
3. The contractor shall quote the rates of the items as per the list attached in the terms and conditions of the work. The lowest bidder shall have right for allotment of contract.
4. The contract period shall for one year, extendable for three months on the same terms and conditions. The performance of the contractor shall be reviewed periodically.
5. The contractor shall apply all acts/laws and other statutory provisions, rules, regulations & bye laws as are applicable with regard to the performance of work & engagement of the workers.
6. The Contractor shall have to arrange raw materials like Atta, Sugar, Milk, Tea Leaves, Vegetables & groceries etc. for the preparation of tea and other

eatables. He/She shall keep a minimum of one-week stock of these items in the canteen.

7. In general, the Canteen will observe the following hours of working on all working days of the office **9.15 A.M. to 6.00 P.M.** further the Canteen will have to be kept open upon the instruction issued by EPFO from time to time. Lunch shall be provided in the lunch hours only from **1.30 PM to 2.00 PM.**
8. The Contractor shall be personally responsible for the conduct and behavior of his/her staff.
9. The Contractor shall not appoint sub-contractor to carry out the contractual obligation in the canteen.
10. The quality and quality of the food should be good.
11. In the event of lack of cleanliness, unhygienic conditions in the canteen and for any violation of Food Adulteration Act, the contractor shall be liable for appropriate action and penalty as per the applicable regulations.
12. It shall be responsibility of the Contractor to sell items either on cash or credit. The EPFO, RO, Salem shall not be responsible in any way in respect of recovery of any credit sale. The Contractor shall be responsible to maintain the standard of all eatables including tea/coffee as per satisfaction of the EPFO and safety regulations.
13. The rates of eatables should be displayed on the Notice Board in the Canteen.
14. No kerosene oil/coal shall be used by Contractor in the Canteen premises.
15. Catering service will be primarily for the employees of the EPFO, Regional Office, Salem. Outsiders will be allowed to be entertained by the Contractor in the Canteen with the prior approval. No private party/club meeting will be permitted in the office Canteen without prior approval.
16. The Contractor will not sell any items containing tobacco, alcohol or any prohibited items in the Canteen.
17. The quoted rates shall be valid for one year from the date of agreement and will remain unchanged for full term of the contract.
18. Cleaning of vessels and Disposal of solid and liquid wastes will be the responsibility of the contractor.
19. Disposal of solid and liquid wastes will be the responsibility of the contractor.
20. The contractor shall furnish contract agreement with department on non-judicial stamp paper of Rs.100/- at his own cost.

21. EPFO reserves all the rights to cancel or reject the contract agreement in case the Contractor violates the conditions and the security deposited with the EPFO shall be forfeited.

GENERAL INFORMATION

The Tender documents can be downloaded from the website www.epfindia.gov.in & <https://epfo.euniwizarde.com>. However, it is mandatory to download official copy of tender document from web portal <https://epfo.euniwizarde.com>. for bidding in this tender.

Any information for the bidders on this tender/ invitation to bid/ invitation for expression of interest or any other information will be uploaded on <https://epfo.euniwizarde.com>.

Similarly, any corrigendum(s) or extension of dates or change in specifications or any other information will be uploaded for the information of the public on NIC's e-procurement portal only. No individual letters / emails will be sent regarding this.

1. EPFO invites applications from experienced and reputed catering agencies to run the Staff Canteen at its Regional Office, Salem – 636 302.
2. Suppliers having minimum three years of experience in similar undertakings are eligible to apply.
3. For details, please visit e-Procurement portal of NIC <https://epfo.euniwizarde.com>. or at our website (www.epfindia.gov.in)

Important dates of events related to the tender are as under:

Sl. No.	Particulars	Date	Time
1.	Date of online publication of Tender	15.07.2020	12.00 hours
2.	Start date of download of Tender Document	15.07.2020	12.00 hours
3.	Start date of submission of bid	15.07.2020	12.00 hours
4.	Closing date of submission of bid	05.08.2020	17.00 hours
5.	Closing date & time for submission of original EMD and Affidavit	05.08.2020	16.55 hours
6.	Opening date of Technical Bid	06.08.2020	10.30 hours

NOTICE INVITING TENDER

Online tenders are invited under two bid system from established and reputed catering agencies (with sufficient experience of running canteens) to run the Staff Canteen at EPFO, Regional Office, Salem. Interested companies / firms having good reputation may download the tender forms from the Organization's website www.epfindia.gov.in or at e-Procurement portal of NIC <https://epfo.euniwizarde.com>.

2. Validity of Tender

The tender shall remain valid for a period not less than 180 days after the deadline specified for submission of bids.

3 Process of bidding

Bid offers prepared in accordance with the procedures in annexure 1, 2 and 3 should be submitted online only through online website: <https://epfo.euniwizarde.com> not later than the date and time laid down in the Schedule for Invitation to Bid. The bidders/Contractors are advised to follow the instructions provided in the Instructions to the bidders/Contractors for the e-submission of the bids online through the ewizarde Portal for at <https://epfo.euniwizarde.com> Bid documents may be scanned with 100 dpi with black and white option, which helps in reducing size of the scanned document.

4 Rejection of Bids

Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will also be rejected.

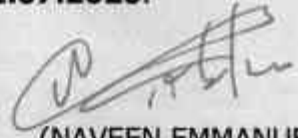
5 Evaluation of tender:

A. The work will be awarded to the bidder whose bid has been determined to be technically qualified as per the terms and who has offered the lowest financial bid.

6. Online bids are required to be submitted in the format prescribed for Technical Bid Financial Bid on ewizarde portal. Financial Bids of only those bidders, who have been declared technically qualified, will be opened.

7. Demand Draft of Rs.1,000/- (Rupees One Thousand Only) as Earnest Money drawn in favour of Regional P.F. Commissioner payable at SALEM sealed in an envelope super-scribed with "Tender for CANTEEN and CATERING SERVICES in EPFO Regional Office, Salem" should be sent in the name of RPFC-I, EPFO, Regional Office, Salem Steel Plant Road, Dalavaypatti, Salem – 636 302 before the closing date. EMD of all bidders will be returned without interest after the completion of tender process and award of contract.

8. The Bidders can visit this office on any working day during working hours to see the space and facilities available for running canteen or send their queries if any, by e-mail only at email id: ro.salem@epfindia.gov.in before **31.07.2020**.



(NAVEEN EMMANUEL)

ASSISTANT PF COMMISSIONER (F & G)
EPFO, Regional Office, Salem.

14/7/20

General Terms & conditions for providing canteen and Catering services:

1. The contractors should have valid Trade License and valid Food License for operation/running of the canteen and Catering. The contractor should have at least 3 years' experience in the catering business.
2.
 - (a) Space: Accommodation will be provided by the EPFO for running the canteen and Catering, however license fee as per prevailing laws and rules shall be payable by the contractor.
 - (b) Electricity: Electricity will be provided free of cost for the use of power consumption only for refrigerator, hot case, etc.
 - (c) Water shall be supplied to the contractor free of cost.
3. The Contract will be initially for a period of one year and further extendable for a period upto two years. After the expiry of the first twelve months, the EPFO will evaluate the performance of services provided by the contractor. If the services are found satisfactory, the EPFO reserves the right to extend the contract for period upto two years on the same terms & conditions. EPFO also reserves the right to terminate the contract, at any time during the currency of contract for violation of terms & conditions.
4. The contractor has to ensure that canteen premises are used only for the purpose of running the canteen and catering services for the EPFO Head Office and not for any other purpose in any manner. The Contractor himself and/or his worker should not use the premises for any other business purpose. The Contractor shall not be authorized for any kind of sub-letting the premises in any manner.
5. The Contractor will be provided with the canteen premises and furniture as available in the EPFO, Regional Office, Salem. The maintenance and upkeep of premises, furniture and fixtures will be the sole responsibility of the contractor. In case any damage is caused to any of the item, due to mishandling, the items shall be replaced by the contractor.
6. The contractor comply with all acts/laws and other statutory provisions, rules, regulations & bye laws as are applicable with regard to the performance of work & engagement of the workers.
7. The Contractor shall procure and use all fresh and standard/good quality food material, eatables, etc. necessary for running the canteen at his own costs. The itinerary of food shall be mentioned in consultation with EPFO and all quality & safety regulations as per prevailing rules and norms shall be followed.
8. The Contractor shall also undertake and ensure that all the raw material including milk etc. shall be available during the course of the working hours of the EPFO and he shall also arrange to supply the food items tea, coffee, lunch, dinner etc. even beyond the working hours and/or on holiday, if requisitioned by the EPFO, at the same rate.

9. The successful bidder shall have to deposit **Rs.25,000/-** as Security Deposit/Performance Guarantee at the time of award of contract which shall remain valid for the entire period of the engagement and no interest shall be paid upon the same. If the contractor withdraws his services and/or fails to discharge his services up to the satisfaction of the management, the said security shall be forfeited. 12. EMD of all bidders will be returned without interest after the completion of tender process and award of contract.
10. The Contractor or his manager who should be qualified and professionally experienced must be available in the canteen at all times to attend the complaint, if any.
11. The oil/ghee and other ingredients to be used shall be from amongst the brands as suggested by the committee setup by EPFO for this proposal. If no suggestions are made, it should have FPO/AGMARK mark and shall be opened to inspection of the authorized committee of the EPFO.
12. The contractor will be responsible for maintaining cleanliness inside and around the canteen.
13. The selected vendor should also provide food products through vending machine on MRP basis. EPFO will provide Vending machines and list of products to be provided through vending machine. EPFO will provide food vending machine and Tea/Coffee vending machine at each floor. The rate for per cup tea/coffee shall be quoted in financial bid by the vendor.
14. The tentative list of items to be provided is enclosed in the Financial bid Format. However, EPFO reserves the right to the list as per mutual discussion with the selected vendor any time.
15. The selected vendor will not cook any food in the premises of the EPFO HO except Tea and Coffee. Only warming up of precooked food will be allowed in the EPFO premises.
16. All books of accounts, registers and any other documents used in connection with running of the canteen shall be maintained by contractor at his own cost and the same shall be produced for inspection either on demand by the MCI/ESIC/ Provident Fund Authorities/Municipal Authorities or any other official Agency/ officer authorized by Competent Authority in this connection and as per prevailing laws and rules.
17. The contractor will settle and pay all Municipal and other statutory taxes, if any, to the concerned authorities.
18. It will be obligatory on the part of the contractor to sign the offer and other documents for all the component's & parts. After the work is awarded, the Contractor has to enter into an agreement for work awarded on a non-judicial stamp paper of appropriate value at his / her own cost within ten working days from the date of receipt of acceptance order or before the work is undertaken whichever is earlier.

19. The contractor should verify the character and antecedents of all the persons employed, through local police and shall submit a certificate to this effect.
20. Due to any unforeseen reason, if the canteen is closed for some times, it shall be the responsibility of the contractor to provide food to the employees on the same cost as has been agreed in the tender terms.
21. Payment:
 - (a) No advance/ part payment will be made. Payment will be made by the individual consumer in the EPFO.
 - (b) EPFO will make payment in respect of those items for which work order is issued by the authorized officer.
22. EPFO will form a committee for the monitoring and smooth functioning of canteen and catering services.
23. EPFO reserves right to get outside Caterers for specific occasions.
29. Quantity mentioned in the financial bid is tentative and the EPFO may increase or decrease the quantity as per actual requirements.

Special Conditions of Service:

- a) The Contractor will ensure that its servicing and cooking staff washes hands with soap after use of the rest rooms & before cooking/serving of food.
- b) The Contractor should ensure no re-use of leftover foods from the previous day. Leftover food should be disposed-off appropriately, within one hour from the completion of the relevant service hours.
- c) Items such as sandwiches, burgers, French fries which can be consumed outside the cafeteria premises shall be served in appropriate and convenient packing.
- d) Ensure all employees are free of any contagious diseases or ailments.
- e) Ensure all employees are well mannered and display courteous behavior.
- f) Ensure pest control administration periodically (rats/ mice/ flying insects. Crawling insects), but not with aerosol based anti-pest sprays that could get in the food.
- g) Operation of canteen is subject to regular (every week) inspections by the officials / committee appointed by the EPFO to ensure all points are adhered to. Periodic checking/ performance audit by a monitoring committee shall also be carried out to evaluate the performance of the caterer on standards of hygiene, cleanliness and health.

h) Any violation to the terms and conditions of the contract shall attract penalty on the contractor which shall be decided by the management of the EPFO and the same shall be acceptable to the contractor.

CRITERIA FOR TECHNICAL ELIGIBILITY

1. Bidder should have valid PAN No.
2. Bidder Should adhere to all labour laws & rules framed by the Central / State Government, as applicable as per instructions given from time to time.
3. Should have a license for catering issued by the Central / State Government.

A. Proposed items for Canteen and Catering Services (Breakfast & lunch) Financial Bid Format (To be presented in .xls Format)

LIST OF ITEMS TO BE SERVED AT CANTEEN AT EPFO, REGIONAL OFFICE, SALEM			
Sl. No.	Description of Item	Quantity	Rate to be quoted by bidders
1	Tea per cup	150 ml	
2	Filter / Instant Coffee per cup	150 ml	
3	Soup (Tomato / Sweet Corn / Hot & Sour)	150 ml	
4	Paruppu Vadai	50 gms	
5	Ulunthu Vadai	50 gms	
6	Sambar Vadai – 2 nos.	40 gms	
7	Bajji – 2nos.	40 gms	
8	Masal Bonda	50 gms	
9	Onion Pakoda – per plate	100 gms	
10	Mixture – per plate	100 gms	
11	Vegetable / Mushroom / Paneer / Cauliflower - Puffs	200 gms	
12	Idly – 2 nos.	150 gms per piece	
13	Plain Dosai	75 gms + 40 gms Chutney / Sambar	
14	Masala Dosai	75 gms Dosa + 80 gms Potato Masala + 40 gms Chutney / Sambar	
15	Poori Masal - 2 nos.	30 gms Poori + 40 gms Masal	
16	Pongal	250 gms	
17	Rava Kitchidi	250 gms	
18	Rava Dosa	100 gms	

19	Kammankoozh / Raagi Koozh	150 gms	
20	Dosa varieties - Wheat / Raagi / Millets etc	70 gms	
21	Lunch Ordinary with Rice Plain (400 gms + 1 Veg + 1 Dal + Sambar + Rasam (150 gms) + Butter curd + Salad)	1 plate	
22	Lunch (Special) (2 Chappatis + Rice Plain (300 gms) + Seasonal Veg + Paneer Veg + 1 Dal + Salad + Sweet + Curd)	1 plate	
23	Vegetable Pulav - with raita	250 gms	
24	Tomato / Lemon Rice	250 gms	
25	Curd Rice with pickle	250 gms	
26	Chappathi with sabji - 2 nos.	150 gms	
27	Onion Dosa - 2 nos	100 gms	
28	Bread sandwich	100 gms	
29	Cakes	60 gms	
30	Rava Kesari	100 gms	

(NAVEEN EMMANUEL)

ASSISTANT PF COMMISSIONER (F & G)
EPFO, Regional Office, Salem.

Copy to: -

- i) PA to RPFC-I
- ii) All APFCs
- iii) Notice Board
- iv) NDC, IS Division, Head Office, New Delhi – for uploading the same on the Online portal <https://epfo.euniwizarde.com> as well as the website of EPFO.

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-Procurement Portal. More information useful for submitting online bids on the e-tender Portal may be obtained at: <https://epfo.euniwizarde.com>.

REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (URL: <https://epfo.euniwizarde.com>) with clicking on the link "Online bidder Registration" on the e-Procurement Portal by paying the Registration fee as applicable.
2. As part of the enrolment process, the bidders will be required to choose a unique user name 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 with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / 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.
7. The scanned copies of all original documents should be uploaded on portal.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the e-Procurement Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc
2. Once the bidders have selected the tenders they are interested in, the bidder can pay the processing fee as per the tender (NOT REFUNDABLE) by net-banking / Debit / Credit card and then download the required documents / tender schedules, Bid documents etc. Once both tender fees are paid, it will be moved to the respective "requested" Tab. This would enable the e-tender Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.

PREPARATION OF BIDS

1. Bidder should take into account 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 have to 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 /JPEG formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.
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 Documents" available to them to upload such documents.
5. These documents may be directly submitted from the "My Documents" 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 website well in advance for the submission of the bid so that it gets uploaded well 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 has to select the payment option as "DD" to pay the EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document & submit EMD fee manually at department end. The original bid should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. 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.
5. *Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (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.

6. The server 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. Data storage encryption of sensitive fields is done. Any bid 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 opener public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

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 bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.

10. The tender summary has to be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

Help Desk for any Technical Querys:

Help Desk number 011-49606060.

1. Suriya.E, 8448288994 helpdeskeuniwizarde94@gmail.com