

### E-TENDERING INSTRUCTION TO BIDDERS

1. The scope of work for stores to be tendered are available in the complete bid documents which can be viewed/downloaded free of cost from CGEWHO Portal <http://www.https://www.cgewho.in> or e-tendering portal of CGEWHO <https://www.tenderwizard.com/CGEWHO> or on CPPP portal <https://eprocure.gov.in>.
2. All bid documents like Check list, PQ details, Technical bid and commercial bid are to be submitted in the website <https://www.tenderwizard.com/CGEWHO>.
3. No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last minutes technical snags.
4. All corrigendum's/Amendments/Correction, if any, will be published in the website <https://www.tenderwizard.com/CGEWHO>.
5. All the documents/papers uploaded/submitted by bidder must be legible.
6. It is mandatory for all the applicants to have Class III Digital Signature Certificate (in the name of person who will sign the bid documents) from any of the licensed certifying agency.
7. To participate in the e-tendering submission, it is mandatory for applicants to get their firm/company registered in e-tendering portal of CGEWHO <https://www.tenderwizard.com/CGEWHO> and to get user ID & password from M/s ITI Ltd., The Annual registration charges for vendors/suppliers are Rs 2000/- (Two thousand only) per annum plus applicable taxes as on date.
8. To participate in e-bid, bidders shall be charged e-tendering processing fee @ 0.05% of estimated contract value with minimum cap Rs. 500/- only and maximum cap Rs. 5000/- only excluding taxes by the service provider i.e. M/s ITI Ltd.
9. Tenderers may ask any clarification, if required, before the date stipulated in the details of tender items for the purpose. After that no request will be entertained.
10. Each file uploaded in connection with the tender shall be duly sealed and signed. Failing which the bid shall be rejected.
11. For any assistance regarding e-tendering process, Sh Mayank, representative of M/s ITI Ltd. may be contacted at Mob No.8800115628.

