



Energising Quality

CORRIGENDUM #3

SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF PERMANENT CATHODIC PROTECTION SYSTEM FOR PIPELINE SECTION (10 & 11) UNDER NORTH EAST GAS GRID PIPELINE PROJECT OF M/s IGGL

Date : 29.12.2022

TENDER ID: VCS21000029

Tender No.: C221052-VCS-IGGL-TENDER-006
dated 01.12.2022

Project : NORTH EAST GAS GRID PHASE-III OF
IGGL, ASSAM

Owner : INDRADHANUSH GAS GRID LIMITED
(IGGL)



Sl. No.	Description	Page No.	Clause/ Para/ Section	Amendment/Addition/Modification/Deletion	Details
1	ADDENDUM TO INSTRUCTIONS TO BIDDERS (INSTRUCTIONS FOR PARTICIPATION IN E-TENDER)	87/316	Annexure-III to Section-III	Amendment	Annexure-III to Section-III stands replaced as "Attachment - I to Corrigendum #3". Bidder to refer Attachment - I to Corrigendum #3 only while uploading the bid.

Note:

1. All other terms & conditions of tender document remain unaltered.
2. All Addendum/Corrigendums issued, shall be integral part of tender document.
3. Bidder to submit signed & stamped copy of this Corrigendum along with their Un-Priced bid as a token of acceptance.
4. This corrigendum shall apply in respective parameters appearing at Sr.No. 1 above mentioned wherever in the tender.

ATTACHMENT – I TO CORRIGENDUM #3

**SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF
PERMANENT CATHODIC PROTECTION SYSTEM FOR PIPELINE
SECTION (10 & 11) UNDER NORTH EAST GAS GRID PIPELINE
PROJECT OF M/s IGGL**

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Revised Annexure-III to Section-III

ADDENDUM TO INSTRUCTIONS TO BIDDERS **(INSTRUCTIONS FOR PARTICIPATION IN E-** **TENDER)**

INSTRUCTIONS FOR ONLINE BID SUBMISSION

- 1 The bidders are required to submit soft copies of their bid electronically on the E-Tender Portal (<https://www.tenderwizard.com/VCS>) using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the E-Tender Portal, prepare their bids in accordance with the requirements and submitting their bids online on the E-Tender Portal. For more information, detailed guides and FAQs, bidders may visit the E-Tender Portal <https://www.tenderwizard.com/VCS>.

- 2 **REGISTRATION PROCESS ON ONLINE PORTAL**
 - i. Bidder has to enrol on the e-Procurement module of the portal <https://www.tenderwizard.com/VCS> by clicking on the link “Vendor Registration”.
 - ii. The bidder has to choose a unique username and assign a password for their accounts. Both these are case-sensitive.
 - iii. Once the username and password are saved, even if the registration process is not completed in a single go, it can be continued where left. For resuming, click on “retrieve details” button on the Vendor Registration page.
 - iv. 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 E-Tender Portal.
 - v. Bidders will be asked to provide their refund bank account details. These details will only be used for Bid Security refund purpose only in case where Bid Security is paid through e-payment mode on the portal. These details may be updated anytime in the user profile after login.
 - vi. Registration charges of Rs. 2000/- plus applicable GST shall be charged by Tenderwizard from all the bidders (non-refundable through their e-payment gateway). Registration shall be valid for 2 years on Tenderwizard.
 - vii. Upon enrolment, bidder needs to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing and encryption combo key usage) issued by any Certifying Authority recognized by CCA India with their profile. This step may be skipped while registration, the same will be prompted to be done during first login into the portal. Please note that login can only be done in presence of a valid digital signature.
 - viii. Only one valid DSC should be registered by a bidder. This can be however be changed anytime in the user profile after login. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

- ix. Bidders must ensure that they have the latest version of Java installed in their local system to enable the portal to access their digital signatures. Refer section “System prerequisites” below for details.
- x. The User ID of bidders will only be activated once they upload correct documents for verification (such as PAN, GST, etc.) and send email to twregdelhi@etenderwizard.com requesting activation mentioning their user ID and attaching their registration payment acknowledgement in the mail.
- xi. Once ID is activated, bidders can then log in to the site through the secured log-in by entering their user ID / password and their DSC / e-Token.
- xii. `Foreign bidders are advised to refer “DSC details for Foreign Bidders” on the portal for Digital Signature requirements. Any type of DSC that has valid signing and encryption capabilities are allowed on the portal. Fields not relevant for foreign bidders are optional and can be skipped during registration process.

3 SYSTEM PREREQUISITES

- i. Your system should have Java installed and configured for the portal before logging in to your ID, if not follow the below steps.
- ii. Go to <https://www.java.com> and click on “Download” and run the downloaded setup file.
- iii. Once fully installed, search in your start menu- “Configure Java” and run it.
- iv. Go to tab “Security” of the window, click on “Edit site list”. Click on “Add” and enter <https://www.tenderwizard.com/VCS> in the new row. Click on “Add” then “Ok” and again “Ok”.

4 TENDER DOCUMENTS SEARCH

- i. Active tenders can be searched on the portal through various parameters including Tender ref no., description, date, etc.
- ii. After login are , if the bidders not able to see the desired tender on the published tenders page, they may need to update their profile through the Profile tab. On the update profile page, check mark all the procurement categories and save. All tenders should now be visible on their published tender’s page.
- iii. After Logged-In tenders will be visible in “Vendor-Unapplied” category where bidders choose interested tenders and then click on ‘Request tender’ icon to pay the form fees (if applicable). After request procedure bidder will get tenders in “Vendor- In progress” category in which bidders can get the tender documents and price bid. Meanwhile, bidder must require to pay the e-tender processing fee to Tenderwizard through E-payment before bid submission.
- iv. Bidder has to log into the site well in advance before the sale date and time of the tender in over. VCS or Tenderwizard shall not be responsible for any last minute issues regarding processing fee payment.

5 BID PREPARATION

- i. Bidders, in advance, should upload the bid documents on the portal well within time as indicated in the tender document. Generally, they are to be in PDF format except some of the documents provided in excel formats (such documents have to be filled and uploaded in excel format only).
- ii. Bidders are required to upload all required documents such as certificates, purchase order details, forms, financial reports, etc. under “Document Library” link on the portal first. These can be later attached as part of their bid documents during bid submission.
- iii. Bidders can merge multiple PDF and upload in a single PDF file as long as it within the size limit of single file i.e. 5 MB.

6 BID SUBMISSION

- i. Bidder will be entirely responsible for any last minute issues and Tenderwizard or VCS shall not be held responsible for such default. To prevent this, bidders are advised to upload the documents on the portal well within deadline.
- ii. For Bid Security, bidder has to select the mode of payment (DD) and fill in the required details along with scanned copy. Exempted vendors can select ‘Exemption’ and upload valid certificate for the same.
- iii. A standard SOR format in excel has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format only. Proving the same in any other format such as pdf, shall render the bid liable for rejection.
- iv. 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.
- v. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- vi. It is important to note that the bidder has to click on the ‘Submit the tender form button’, to ensure that the Bid Submission Process is completed. Bids which aren’t submitted successfully are considered as Incomplete/Invalid bids and are not considered for evaluation by the portal.
- vii. 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.

7 ASSISTANCE TO BIDDERS

- i. Any queries relating to the content of the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority as indicated in the tender.
- ii. For e-Procurement technical support or any queries related to the process of online bid submission or queries relating to E-Tender Portal in general may be directed to the 24x7 Tenderwizard Helpdesk. The contact number for the helpdesk are **+91-9990210978 and 011-49424365**.

8 EMAIL SUPPORT:

For any e-Procurement application related service requests and technical issues related to document uploads, encryption/decryption key issues, bidder login issues, new Registration issues, key uploads, DSC key installation, bid submission, system users may please mail to safdar.ali@vcsprojects.com , twregdelhi@etenderwizard.com with a copy to dscdelhi@etenderwizard.com. Any issues encountered due to last minute actions by the bidders shall not be the responsibility of VCS or Tenderwizard. Bidders are advised to use the portal in advance so that any issue can be resolved with adequate time before any deadline.