



CHENNAI PORT TRUST

No.1, Rajaji Salai, Chennai-600 001

Phone: 044-25312710 Fax:044-25368717

**e -TENDER FOR SALE OF DUTY CREDIT SCRIPS ISSUED UNDER
SERVICE EXPORTS FROM INDIA SCHEME (SEIS)
THROUGH E PROCUREMENT ON WEB SITE**

e-procure.gov.in

**e -TENDER NO. CHPT/FINANCE/SEIS/1/2018/FR
(Domestic Open e-Tender – Two-cover System)**

Volume-I Technical Bid

Due date & time for online submission: Upto 15.00 hrs. on 23.-04-2018

Due date & time of bid opening: After 15.00 hrs. on 24-04-2018

**CHENNAI PORT TRUST
FINANCE DEPARTMENT**

**e-Tender for
SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA
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**CHENNAI PORT TRUST
FINANCE DEPARTMENT**

**e-Tender for
SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA
SCHEME (SEIS)**

e-TENDER NO.CHPT/FINANCE/SEIS/1/2018/FR

IMPORTANT POINTS TO NOTE

e-TENDER DOCUMENT NO.	CHPT/FINANCE/SEIS/1/2018/FR
TENDER INVITED FOR	SALE OF DUTY CREDIT SCRIPS UNDER SERVICE EXPORTS FROM INDIA SCHEME (SEIS)
BID SECURITY / EMD	Rs.15,00,000/-
VALIDITY OF THE TENDER	45 days from the due date for submission of tender
PUBLISHING OF TENDER DOCUMENTS ON WEBSITE	06-04-2018
PERIOD OF DOWNLOADING BIDDING DOCUMENT	06-04-2018 to 23-04-2018
START DATE & TIME FOR ONLINE SUBMISSION OF BID	09-4-2018 from 12.00 Hrs.
DUE DATE & TIME FOR ONLINE SUBMISSION OF BID	23-4-2018 upto 15.00 Hrs.
TIME & DATE OF OPENING OF TECHNICAL BID	24-4-2018 after 15.00Hrs.
TIME & DATE OF OPENING OF PRICE BID	WILL BE INTIMATED LATER ONLINE
PLACE OF OPENING OF TECHNICAL BID	CHENNAI PORT TRUST FINANCE DEPARTMENT 3 RD FLOOR, CENTENARY BUILDING, NO.1, RAJAJI SALAI, CHENNAI – 600 001.
For further details please visit	www.eprocure.gov.in www.chennaiport.gov.in

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FINANCE DEPARTMENT

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SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA
SCHEME (SEIS)

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NOTICE INVITING ONLINE TENDER

- 1.1 Online tenders through **e-procurement mode** are invited by Chennai Port Trust for SALE OF DUTY CREDIT SCRIPS UNDER SERVICE EXPORTS FROM INDIA SCHEME (SEIS) under two-cover system.
- 1.2 The tender document is made available through **e-procurement mode** and open for downloading free of cost from **06.04.2018 to 23.04.2018** at ChPT's official website www.chennaiport.gov.in and Govt. of India's e-procurement portal link under <https://eprocure.gov.in>
- 1.3 The tender document consists of two volumes –Volume-I Technical Bid (all Technical & commercial offer documents) and Volume-II – PriceBid.
- 1.4 The complete tender document shall be submitted online as tender offer on or before the due date and time of submission. The scanned copy of i) the Demand Draft / Banker's Pay Order / Banker's Cheque of any Nationalized Bank / Scheduled bank, (except Co-operative Bank) or Scanned copy of letter containing complete remittance details in case of NEFT / RTGS transfer pursuant to **clause 5 of Instruction to Bidders (ITB) – Section-I** of the tender document, towards Bid Security / EMD drawn in favour of "**The Chairman, Chennai Port Trust**" payable at Chennai shall be uploaded with the tender document - Technical bid while submitting the tender electronically in the e-procurement Portal. The original financial instrument or original letter containing complete remittance details of NEFT/RTGS transfer towards EMD shall be placed in a sealed envelope super scribed as "**EMD**" duly mentioning the Tender no. & name of work and due date of opening of Bid. The original Power of attorney and/or original Banker's Certificate shall be placed separately in a sealed envelope superscribed as "**Original document**" duly mentioning the Tender number, Name of work and Due date of opening of Bid. These two envelopes then be put inside one outer envelope and sealed, duly marking the outer envelope as "**Bid security and other documents**" and **shall be submitted at the office of the F.A.&C.A.O., Chennai Port Trust, 3rd Floor, Centenary Building, No. 1, Rajaji salai, Chennai – 600 001 upto 1500 Hrs. on 23.04.2018. Non-submission of the original financial instruments or details of NEFT / RTGS transfer towards EMD within the above period leads to disqualification of bids.**

The sealed envelope containing original financial instruments and documents can also be dropped in the Tender Box kept at the above address.

- 1.5 The Bid security (EMD) **as per Clause 5 of ITB (Section-I)** shall be paid as described in the Tender Document. The EMD shall be submitted in the form of Demand Draft/Bankers Cheque/Banker's Pay Order from Nationalized Bank/Scheduled bank in favour of '**The Chairman, Chennai Port Trust**' payable at Chennai or through NEFT / RTGS transfer to the Bank Account of ChPT as per details furnished in **Clause 5 (a) of ITB (Section-I)**. The tender offer shall have to be submitted by the Tenderer only through **e-procurement mode** as explained in the tender document.
- 1.6 The offer (both Techno-Commercial & Price) must be valid for a minimum of 45 days from the last date of online submission of offer; otherwise the offer shall be rejected as non-responsive.
- 1.7 Bidding is open to all eligible bidders meeting the eligibility criteria as defined in **Clause 3 of ITB (Section-I)** and bidders are advised to note the eligibility criteria specified below to qualify for the award of the contract.
- a. The Bidder should be a single legal entity registered in India as a Company under the Companies Act or a Partnership firm registered under the Partnership Act of 1932 or a Limited Liability Partnership as defined in the Limited Liability Partnership Act, 2008, (in case of mergers/acquisitions/restructuring or name change, the date of establishment of earlier/original Partnership Firm/Limited Company can be taken into account) or a proprietorship firm.
- b. Bidders to furnish legal entity Documents as under:
- For Company – Notarized or self-attested copy of Certificate of incorporation of the Company
- For Firm – Notarized or self-attested copy of Registration Certificate of firm under Partnership Act
- For LLP – Notarized or self-attested copy of Registration Certificate of LLP under Limited Liability Partnership Act.
- For Proprietorship Firm – Original Banker's Certificate, as per format attached as Annexure-2 of Section-III – Table of Forms & Annexures.
- c. The bidder shall have valid Income-Tax PAN & GST registration and shall furnish the self-attested copy of PAN and GST registration certificates.
- d. The net worth of the bidder as per the audited financial statement for the year ended on 31.03.2017 should be positive.
- [Net Worth = Paid up share capital plus Free Reserves and surplus minus Miscellaneous Expenditures to the extent not written off and carry forward losses and Intangible Assets]*
- (Notarized or Self attested copy of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant shall be furnished)
- e. The average turnover of the bidder during the preceding three financial years ended 31.03.2017 **should be atleast Rs.1.50 Crores.**
- (Notarized or Self attested copies of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant shall be furnished)

- f. The bidder should submit self-declaration in the covering letter (Format-I) stating that the bidder has not been blacklisted/debarred by any Government department/agency / falling under the denied entity list of DGFT / Reserve Bank of India, Nationalized banks, or any Public Sector Unit or any other body recognized by Government of India.
 - g. All the documents required to meet the eligibility criteria, as per Format-II & Format-III of Section-III along with relevant documents, in the Tender Document – Technical Bid shall be uploaded through e-procurement portal after scanning in **.pdf** format. The tenderer may submit either Notarized or Self attested copies of the documents. In case of self-attested documents, the tenderer has to produce the original documents for verification before issuing letter of award.
- 1.8 The Company/Firm appointed by CSL as Consultant for obtaining the scrip offered for sale under this tender is not eligible to participate in the Tender.
- 1.9 Chennai Port Trust do not bind themselves to accept the higher or any tender and reserve the right to accept any tender in part or to reject any tender without assigning any reason therefor.
- 1.10 The prospective tenderer shall submit queries, if any, through e-tendering portal addressed to the F.A.&C.A.O., Chennai Port Trust, Chennai in connection with this tender well in advance, within 7 days from the date of publishing of the tender in the website, so that the queries can be clarified. The bidders' queries will be clarified through e-procurement portal and if necessary the pre-bid meeting will held be at the Office of the F.A. & C.A.O., Chennai Port Trust, 3rd Floor of Centenary building, No.1, Rajaji Salai, Chennai - 600001 and notification in this regard will be issued through www.chennaiport.gov.in/e-procurement portal link.
- 1.11 The due date of online submission of offers will be **23.04.2018 at 15.00 hrs.** unless otherwise notified. In the event of changes in the schedules, the F.A. & C.A.O., Chennai Port Trust will notify the same only through www.chennaiport.gov.in and e-procurement portal link.
- 1.12 If the offers are not received according to the instructions detailed herein above, they shall be liable for rejection.

F.A. & C.A.O.

CHENNAI PORT TRUST
FINANCE DEPARTMENT

e-Tender for
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SCHEME (SEIS)

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INSTRUCTIONS FOR ONLINE BID SUBMISSION

- I **Bidders to follow the following procedure to submit the bids online through the e-Procurement portal <http://eprocure.gov.in>.**
1. Bidder should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA / GNFC / IDRBT / MtnITrustline / SafeScript/TCS.
 2. Bidder then logs into the portal giving user id / password chosen during enrollment.
 3. The e-token that is registered should be used by the bidder and should not be misused by others.
 4. DSC once mapped to an account cannot be remapped to any other account. It can only be Inactivated.
 5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under **My Documents** option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
 6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
 7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
 8. If there are any clarifications, this may be obtained online through the eProcurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online.

9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together.
10. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender.
11. The bidder reads the terms and conditions and accepts the same to proceed further to submit the bids
12. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, **the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids Which are not Frozen are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.**
15. In case of Offline payments, the details of the Earnest Money Deposit(EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected.
16. 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 due to local issues.
17. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
18. At the time of freezing the bid, the eProcurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act

as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.

20. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
21. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected
22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
23. All the data being entered by the bidders would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.
24. During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured Socket Layer(SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
25. The bidders are requested to submit the bids through online eProcurement system to the TIA well before the bid submission end date and time (**as per Server System Clock**).
26. For any queries related to portal, the bidders are asked to contact by Mail support-eproc@nic.in or by phone 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787 well in advance.
27. Tenderer is required to submit their tender through online in the form of Two Cover System on or before scheduled bid due date of closing and time as notified in NIT. The tender received after the due date and time will not be entertained.
28. Tender Document can be submitted online only in the designated procurement portal eprocure.gov.in on or before the due date and time. The time of opening of technical bid will be as notified in the NIT.

29. Tenderer should submit the tender for the sale of Duty Credit Scrips issued under SEIS by ChPT in accordance with the Instructions to Bidders & Terms & Conditions of Tender.

II. COVER – I DETAILS: TECHNICAL BID

The following documents shall be submitted online only.

- (i) Scanned copy of the financial instrument or letter containing complete remittance details of NEFT / RTGS transfer towards EMD.
- (ii) Scanned copy of Power of Attorney, as per Annexure-1 of Section-III.
- (iii) Scanned copy of Covering letter, as per Format-I of Section-III, duly filled up and signed by the authorized signatory.
- (iv) Scanned copy of Organization details, as per Format-II of Section-III, duly filled up and signed by the authorized signatory.
- (v) Scanned copy of Bid Qualification Criteria (BQC), as per Format-III of Section-III, duly filled up, signed and sealed by the authorized signatory.
- (vi) Scanned notarized or self-attested copy of legal entity document as per eligibility criteria prescribed in clause 3 of Section-I (ITB).
- (vii) Scanned self-attested copy of PAN Card and GST Registration certificates.
- (viii) Scanned notarized or self-attested copy of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant for the last 3 years ended 31.03.2017.
- (ix) Scanned copy of entire set of tender documents including blank format of Price bid, duly signed and sealed by the authorized signatory in all pages, as a token of acceptance.

The original Demand Draft / Banker's Cheque/ Banker's Pay Order or original letter containing complete remittance details of NEFT / RTGS transfer towards EMD and Original Power of attorney and/or original Banker's Certificate must reach Chennai Port Trust in corresponding address before opening of Technical Bid as per the date and time given in this tender.

COVER – II - DETAILS: PRICE BID (BOQ) – Price Schedule

Number of scrips required should and Price should be quoted in the spread sheet file (.xls format) available in e-procurement Portal only. Any indication of 'Quoted price' in the online technical bid documents shall lead to rejection of the bid outright. Scanned copy of blank format duly signed shall be uploaded along with Technical bid.

For evaluation purpose the uploaded offer documents will be treated as authentic and final. The price bid submitted through e-procurement mode only will be taken up for the purpose for evaluation. No hard copy shall be submitted for reference purpose.

III. EVALUATION PROCESS:

- 1) A proposal shall be considered responsive if –
 - a. It is received by the proposed Due Date and Time.
 - b. It is Digitally Signed.
 - c. It contains the information and documents as required in the Tender Document.
 - d. It contains EMD.

- e. It contains information in formats specified in the Tender Document.
 - f. It mentions the validity period as set out in the document.
 - g. It provides the information in reasonable detail. The ChPT reserves the right to determine whether the information has been provided in reasonable detail.
 - h. There are no significant inconsistencies between the proposal and the supporting documents.
 - i. The Technical qualification conforms to as specified in the eligibility criteria in the tender.
 - j. A Tender that is substantially responsive is one that conforms to the preceding requirements without deviation or condition.
 - k. The ChPT reserves the right to reject any tender which in its opinion is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Port Trust in respect of such Tenders.
 - l. The ChPT would have the right to review the Technical Qualification and seek clarifications wherever necessary.
- 2) Since the tender involves selection based on pre-qualification criteria, the F.A. & C.A.O., Chennai Port Trust will examine and seek clarification, if any and list out the firms, which are found technically suitable and Cover-II Price Bid of such tenders only will be opened and EMD will be returned to the disqualified tenderers.
- a. The date and time will be intimated to tenderers whose offers are found suitable and Cover – II of such tenderers will be opened on the specified date and time.
 - b. The Fax/E-Mail offers will be treated as defective, invalid and rejected. Only detailed complete offers received through online prior to closing time and date of the tenders will be taken as valid.
- 3) The offers received for sale of Duty Credit Scrips will be considered for awarding the work to the highest bidder(s), as detailed in clause 14 of Section-I (ITB).
- 4) The decision of ChPT in all matters regarding sale of Scrips will be final and binding on the applicants. No correspondence or personal enquiries shall be entertained by the ChPT in this regard.

F.A. & C.A.O.

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e-TENDER NO.CHPT/FINANCE/SEIS/1/2018/FR

SECTION-I

INSTRUCTIONS TO BIDDERS

1. INTRODUCTION

Chennai Port, the third oldest Port among the 12 Major Ports, is in its 136th year of maritime service. The Port is governed under the Major Port Trusts' Act, 1963 under the administrative control of Ministry of Shipping. The Port renders vessel related services, cargo related services and other services related to import/export of cargo.

2. GENERAL INFORMATION

- a) Chennai Port Trust (ChPT) is having 39 Duty Credit Scrips issued by DGFT under SEIS, registered with the Customs Authorities, Chennai Sea Port, with the total face value of Rs.13.90 Crores as per details given below:

Sl. No.	Scrip / Authorisation No.	No. of Scrips available	Face Value of each Scrip (Rs.)	Total Face value of the Scrips (Rs. in crores)
1	0419033150 to 0419033177	28	30,00,000/-	8.40
2	0419033178 to 0419033188	11	50,00,000/-	5.50
	TOTAL	39	--	13.90

- b) Open e-Tenders are invited for sale of the above mentioned Duty Credit Scrips (DCS) through a single bid under two cover system in compliance to the terms & conditions of this tender.
- c) The invitation for Bids is open to all eligible bidders meeting the qualification criteria as specified in this tender. Bidders may submit their offer for one or more Scrips separately under the two categories, as indicated in clause 2 (a) above.
- d) The Scripwise details of Authorisation No., Face value, Port of Registration are furnished in **Annexure-3 of Section-III**. The Original Scrips can be inspected at Finance Department, Chennai Port Trust, 3rd Floor, Centenary Building, No.1, Rajaji

Salai, Chennai – 600001 from 10.30 a.m. to 4.30 p.m. on all working days between **07.04.2018 to 23.04.2018** on production of authorisation letter.

- e) Bidder is expected to examine all instructions, forms, terms, and specifications in the Tender Documents. Failure to furnish all information or documentation required by the Tender Documents may result in the rejection of the Tender.
- f) The documentary evidence submitted by the tenderer should clearly establish the tenderer's qualification as per the eligibility criteria clauses as mentioned above.
- g) The bidder shall bear all costs associated with the preparation and submission of his Bid through online and the Employer will in no case be responsible and liable for those costs.
- h) Bids shall be submitted without any deviation / condition and the bids with any deviation/condition shall be out rightly rejected.
- i) All entries in the tender document shall be in ink / typed. Corrections, if any, should be attested by full signature of the bidder / authorised signatory.
- j) Every page of the tender document shall be signed and sealed by the bidder or authorised signatory as a token of acceptance.
- k) Language of the tender: The tender and all correspondence incidental to and concerning the tender shall be in English language.
- l) It shall be understood that every endeavour has been made to avoid error which can materially affect the basis of this tender and the successful tenderer shall take upon himself and provide for risk of any error which may subsequently be discovered and shall make no subsequent claim on account thereof and no advantage is to be taken by the successful tenderer or otherwise of any clerical error or mistake which may occur in the tender terms & conditions.
- m) Any clarification/information can be obtained from Shri D. Joseph Mariaraj, Sr.Dy.CAO at telephone No.044-25312710.

3. MINIMUM ELIGIBILITY CRITERIA

- a) A bidder participating in this tender process should possess the following minimum pre-qualification / eligibility criteria:
 - (i) The Bidder should be a single legal entity registered in India as a Company under the Companies Act or a Partnership firm registered under the Partnership Act of 1932 or a Limited Liability Partnership as defined in the Limited Liability Partnership Act, 2008, (in case of mergers/acquisitions/restructuring or name change, the date of establishment of earlier/original Partnership Firm/Limited Company can be taken into account) or a proprietorship firm.

Bidders to furnish legal entity Documents as under:

For Company – Notarized or Self-attested copy of Certificate of incorporation of the Company

For Firm – Notarized or Self-attested copy of Registration Certificate of firm under Partnership Act

For LLP – Notarized or Self-attested copy of Registration Certificate of LLP under Limited Liability Partnership Act.

For Proprietorship Firm – Original Banker's Certificate, as per format attached in Annexure-2 of Section-III – Table of Forms & Annexures.

- (ii) The bidder shall have valid Income-Tax PAN & GST registration and shall furnish the self-attested copy of PAN and GST registration certificate.
- (iii) The net worth of the bidder as per the audited financial statement for the year ended on 31.03.2017 **should be positive**.

[Net Worth = Paid up share capital plus Free Reserves and surplus minus Miscellaneous Expenditures to the extent not written off and carry forward losses and Intangible Assets]

(Notarized or self-attested copy of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant shall be furnished)

- (iv) The average turnover of the Bidder during the preceding three financial years ended 31.03.2017 **should be at least Rs1.50 Crores**.
(Notarized or Self attested copies of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant shall be furnished)

- (v) The bidder should submit self-declaration in the covering letter (Format-I) stating that the bidder has not been blacklisted/debarred by any Government department/agency / falling under the denied entity list of DGFT / Reserve Bank of India, Nationalized banks, or any Public Sector Unit or any other body recognized by Government of India.

b) The bidders shall upload the following information and documents. Tender Document – Technical Bid submission as --

- (i) Financial instrument or letter containing complete remittance details of NEFT / RTGS transfer towards EMD.
- (ii) Power of Attorney, as per Annexure-1 of Section-III.
- (iii) Covering letter, as per Format-I of Section-III, duly filled up and signed by the authorized signatory.
- (iv) Organization details, as per Format-II of Section-III, duly filled up and signed by the authorized signatory.
- (v) Bid Qualification Criteria (BQC), as per Format-III of Section-III, duly filled up, signed and sealed by the authorized signatory.
- (vi) Notarized or self-attested copy of legal entity document as per eligibility criteria prescribed in clause 3 of Section-I (ITB).
- (vii) Self-attested copy of PAN Card and GST Registration certificates.
- (viii) Notarized or self-attested copy of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant for the last 3 years ended 31.03.2017.
- (ix) Copy of entire set of tender documents including blank format of Price bid, duly signed and sealed by the authorized signatory in all the pages, as a token of acceptance.

All the documents as specified above in the Tender Document – Technical Bid shall be uploaded through e-procurement portal under technical bid link after scanning in **.pdf**

format. The tenderer may submit either Notarized or Self attested copies of the documents. In case of self-attested documents, the tenderer has to produce the original documents for verification before awarding of work. Originals such as demand draft, Power of attorney, Bankers Certificate should reach Chennai Port Trust before opening of the technical bid. The price bids of those firms who do not meet the eligibility criteria will not be opened.

4. REJECTION CRITERIA

- a) If the bidder(s) do not submit EMD of requisite amount along with bid.
- b) If the bidder does not meet the Pre-qualification / eligibility Criteria.
- c) Non adherence to Technical/commercial terms and incomplete bids and bids in deviation to tender conditions will be out rightly rejected.
- d) If bids are received after scheduled date of bid submission.
- e) Any other rejection conditions stipulated in tender document.

5. BID SECURITY / EARNEST MONEY DEPOSIT (EMD)

- a) The bidder shall have to pay the Bid Security / Earnest Money Deposit (EMD) of Rs.15,00,000/-. The EMD is payable either by Demand Draft or by Pay Order or by Banker's cheque drawn in favour of "**The Chairman, Chennai Port Trust**" from any **Nationalized/Schedule Bank (except Cooperative Banks)** payable at **Chennai**. Alternatively, EMD amount for the offered bids may be paid through NEFT/RTGS before last date for submission of bid to the Bank Account details given below:

BANK DETAILS FOR PAYMENT OF EMD:

Account Holder Name	: Chennai Port Trust
Account Type	: Current Account
Account Number	: 10885904367
Bank Name (Branch Name)	: State Bank of India (SBI SME Branch, Chennai)
Branch IFSC Code	: SBIN0018529

- b) The original instrument in case of DD/PO/BC or a letter containing full details of remittance (UTR No., Name of the Bank and Branch, Name & Account No. of payee and Name & Account No. of beneficiary, etc.) in case of NEFT / RTGS transfer, towards EMD shall be submitted at the office of the F.A. & C.A.O., Chennai Port Trust, 3rd Floor, Centenary Building, No. 1, Rajaji Salai, Chennai – 600 001 upto 1500 Hrs. on **23.04.2018**. Non submission of the original financial instruments/ details of NEFT / RTGS transfer towards EMD or non-receipt of NEFT/RTGS transfer towards EMD by ChPT within the above period lead to disqualification / outright rejection of bids. Tender will be summarily rejected in case if EMD submitted in form of cheque or any other mode not specified in the tender document.
- c) For successful bidder(s), EMD amount shall be adjusted against the Initial Payment and for unsuccessful bidders, the EMD will be refunded within 7 days of the letter of award on successful bidder(s). Chennai Port Trust shall not be liable to pay any bank charges, commission or interest on the amount of EMD furnished.
- d) The Bid securities/EMD shall be forfeited, if:

- (i) Failure of the bidder to honour their offer or Bidder withdraws or modifies offer in full

or part during Bid Validity period or does any breach of terms and conditions of the tender, and/or

- (ii) A Bidder modifies his Bid on his own after last date of submission of Bids, and/or
- (iii) If documents submitted along with the Bid are found false, fabricated/forged etc., and/or
- (iv) In case of a successful Bidder fails to comply with the payment terms or any other tender terms & condition after issue of Letter of Award by ChPT.

6. CONTENT OF BIDDING DOCUMENTS AND PREPARATION OF BIDS

- a) The set of bidding documents comprises the documents listed in the table below and addenda issued if any, in accordance with Clause 8:

Volume I – Technical Bid

Sl. No.	Contents	
1	Important points to note	
2	Notice Inviting OnlineTender	
3	Instructions for online bid submission	
4	Section-I	Instructions to Bidders
5	Section-II	Terms & Conditions
6	Section-III	Table of Forms & Annexures
All documents forming part of Technical bid shall be submitted / uploaded online only.		

Volume II – Price Bid

Sl. No.	Contents
7	Price Bid

- b) Number of scrips required should and Price should be quoted in the spread sheet file (.xls format) available in e-procurement Portal only and shall be signed digitally by a person or persons duly authorized to sign on behalf of bidders.
- c) Any indication of “Quoted price” in the technical bid, shall lead to rejection of the bid outright. Scanned copy of the blank price bid format duly signed shall be uploaded along with Technical bid. For evaluation purpose the uploaded offer documents will be treated as authentic and final. Any documents submitted in hard copy but not uploaded on the e-procurement portal shall be treated as irrelevant.
- d) No. of Scrips should be quoted in whole number and Price shall be quoted as a percentage, upto three decimals, on the face value of the Scrips, separately for each category of Scrips, viz. (i) face value of Rs.30.00 lakhs and (ii) face value of Rs.50.00 lakhs.
- e) The price quoted shall be inclusive of all expenses towards transfer / sale of the Scrips including stamp duty, cost of transfer, incidental / out-of-pocket expenses, if any. Applicable taxes including GST (presently 0%) shall be paid in addition to

quoted value.

- f) The Price bid shall be read in conjunction with all other sections of bidding document. The price quoted by the bidder shall be firm and fixed till complete execution of the Contract. Once the offer is accepted and Letter of award is issued to the successful bidder(s), the price shall be valid till the completion as per contract terms.

7. PRE-BID CLARIFICATIONS FROM TENDERERS

- a) The prospective tenderer shall submit queries if any through e-tendering portal addressed to the F.A. & C.A.O., Chennai Port Trust, Chennai in connection with this tender well in advance, within 7 days from the date of publishing of the tender in the website, so that the queries can be clarified.
- b) The bidders queries will be clarified through e-procurement portal and if necessary the pre-bid meeting will be held at the Office of the F.A. & C.A.O., Chennai Port Trust, No.1, Rajaji Salai, 3rd Floor of Centenary building, Chennai - 600 001 and notification in this regard will be issued through www.chennaiport.gov.in / e-procurement portal link.
- c) The changes if any proposed by the Tenderer would be discussed and the ChPT's response would be provided to all the Tenderers. The queries received from all the prospective Tenderers would be consolidated and ChPT's response to the same would be uploaded in the website before the last date of submission of tenders. The clarifications so issued would form part of the tender and remain binding on all the Tenderers which shall be accepted and submitted by all the Tenderers along with their offer.

8. AMENDMENT OF BIDDING DOCUMENTS

- a) ChPT may, for any reason whether at his own initiative or in response to the clarification requested by the prospective Bidder(s), issue an amendment in the form of Corrigendum/ Addendum/Clarification, at any time, prior to the last date for submission of tenders. Any Corrigendum / Addendum/Clarification thus issued shall become part of Bidding/Tender document and Bidder shall submit scanned copy of the Corrigendum/ Addendum/ Clarification/Compliance letter duly signed and stamped through email followed by hard copy in token of his acceptance.
- b) The Bidder shall consider the impact of corrigendum /addendum issued during the Bidding period. The Bidder shall follow the instructions issued along with corrigendum / addendum issued subsequent to issue of tender document. ChPT may at their discretion, extend the last date for submission of the tender, to enable the Tenderers to have reasonable time to submit their tender after taking into consideration such amendment.
- c) Bidders are requested to visit Chennai Port Trust website (<http://www.chennaiport.gov.in>) for Corrigendum/ Addendum / Clarification/ extension in due date for submission of bid, if any.

9. BID VALIDITY

- a) Bids shall remain valid for a period not less than **45 days** after the deadline date for bid submission specified in **Clause 11**. A bid valid for a shorter period shall be rejected by the ChPT as non-responsive. During this period, the Bidders shall not be entitled to revoke or cancel their Bid or to vary the Bid given or any term thereof. In case, the Bidder revokes or cancels the Bid or varies any term in regard thereof, the Bid shall become liable for rejection along with forfeiture of EMD.
- b) ChPT may, prior to expiry of the original time limit, request the bidders to extend the period of validity of the bid for a specified additional period. The request and the bidders' responses shall be made in writing or through email. A bidder agreeing to the request will not be permitted to modify his bid.

10. SUBMISSION OF BIDS

Sealing and Marking of Bids

- a) The bidder shall put original instrument / letter containing details of NEFT / RTGS transfer towards EMD as per Clause No.5, hereof in one envelope and properly sealed and marked as "**Bid Security**". In addition, the bidder shall put original Power of attorney and/or Banker's Certificate in one envelope and properly sealed and marked as "**Original Documents**". All these two envelopes shall then be put inside one outer envelope and sealed, duly marking the outer envelope as "**Bid security and other documents.**"
- b) The envelopes shall be addressed to "**The F.A. & C.A.O., Chennai Port Trust, No.1 Rajaji Salai, Chennai-600 001**" and bear the following identification:

Bid for **SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA SCHEME (SEIS) by ChPT.**

e-Tender No.CHPT/FINANCE /SEIS/1/2018 /FR

DO NOT OPEN BEFORE 15.00 Hrs. on 24.04.2018

Name and Address of the Bidder

- c) The Tender complete in all respect should be reached to the office of **The F.A. & C.A.O, Chennai Port Trust, 3rd floor of Centenary building, No.1 Rajaji Salai, Chennai-600001 upto 15.00 hrs. on 23.04.2018** and opened at **15.00 hrs. on 24.04.2018** in presence of the tenderers who may wish to be present. The tenderers making their presence for bid opening shall bring authorization letter from the bidder to participate in the tender opening.
- d) In addition to the identification required in sub-clause (b) above, the inner envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is not received within the due date and time or the bid is declared non responsive. If the outer envelopes are not sealed and marked as above, the FA & CAO will assume no responsibility for the misplacement or premature opening of the Technical bid and financial bid.

- e) Tender document including quoted bid price have to be submitted online only before deadline for online submission of bid Scanned copy of blank format duly signed shall be uploaded along with Technical Bid. For evaluation purpose the uploaded offer documents will be treated as authentic and final. Any documents submitted in the form of hard copy except DD instrument, Power of attorney, Bankers certificate shall be treated as irrelevant.

11. DEADLINE FOR ONLINE SUBMISSION OF BIDS

- a) The completed bid shall be submitted in the electronic form by **1500 Hrs. on 23.04.2018** only through e-procurement portal.
- b) The ChPT may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 8, in which case all rights and obligations of the ChPT and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

12. BID OPENING – Technical Bid

- a) On the due date and time as specified in Clause 11 (a), the ChPT will first open Technical bids of all bids received online within the stipulated date and time in presence of the Bidders or their authorized representatives who wish to attend. In the event of specified date for bid opening declared as holiday by the ChPT, the bid will be opened at the appointed time and location on the next working day.
- b) If all Bidders have submitted unconditional Bids together with requisite Bid security, then all Bidders will be pre-qualified for opening price bid. If any Bid contains any deviation from the Bids documents and / or if the same does not contain Bid security in the manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder informed accordingly.
- c) The date and time of opening of price bid (Cover-II) shall be intimated to the qualified tenderers based on the evaluation of the technical bid. The price bid (Cover-II) of such eligible tenderers shall be opened on the specified date and time in the presence of the qualified tenderers or their authorized representatives.

13. SCRUTINY AND EVALUATION OF THE TENDERS

- a) In the first instance the documents submitted with the Technical Bid will be scrutinized to ascertain whether all documents as specified in the tender have been submitted. The tenderer who has not submitted the documents as per tender shall not be considered.
- b) Thereafter, the technical bid will be scrutinized to ascertain whether the Tenderer fulfils the requirements as stipulated in the Minimum Eligibility Criteria as per Clause 3. The tenderer, who do not fulfill the Minimum Eligibility Criteria shall not be considered for further evaluation.
- c) After the tender opening, the whole process involving scrutiny, clarifications, evaluation and comparison of tenders and recommendations regarding award of Contract shall be confidential. Any efforts on part of any Tenderer to influence the Port Trust in any way in the process of scrutiny, evaluation, comparison of tenders and decision concerning award of Contract may result in rejection of the Tenderer's bid.

- d) To assess the scrutiny, evaluation and comparison of tenders, the ChPT may ask Tenderer individually for clarifications. Request for clarification and response thereto, shall be in writing or through e mail followed by post or through speed post. No change in Price or substance of the tender shall be sought, offered or permitted nor is the Tenderer permitted to withdraw the tender before the expiry of the validity period of the tenders in the process of clarifications.

14. EVALUATION OF PRICE BID

- a) Number of scrips should be quoted in whole number and Price shall be quoted as a percentage upto 3 decimals, on the face value of the Scrips, separately for each category of Scrips, viz. (i) face value of Rs.30.00 lakhs and (ii) face value of Rs.50.00 lakhs.
- b) The price quoted shall be inclusive of all expenses towards transfer / sale of the Scrips including stamp duty, cost of transfer, incidental / out-of-pocket expenses, if any. Applicable taxes including GST (presently 0%) shall be paid in addition to quoted value.
- c) The rates quoted by the bidder shall be firm and fixed till complete execution of the Contract. Once the offer is accepted and Letter of Award is issued to the successful bidder(s), the price shall be valid till the completion as per contract terms.
- d) ChPT will evaluate and compare only those bids, which are technically qualified. The rates quoted by the Tenderer shall be considered for the purpose of evaluation and comparison. The evaluation / comparison will be separately done for each category of Scrips.
- e) Offered Value for each category of Scrip shall be arrived by applying the Percentage of Price offered on face value of the Scrip and then multiplied with the quoted no. of Scrips. [For example - if percentage of premium quoted is 99.925% for Scrip Value of Rs. 30,00,000/- and the number of Scrips quoted is 5, the offered value shall be Rs.1,49,88,750/- (30,00,000 x 99.925% x 5)].
- f) Successful bidder will be finalized, separately for the two categories of Scrips, based on the highest offered rate in percentage in the respective category. If the H1 offer is for less no. of Scrips in any one or more category, the successful bidder(s) for the balance Scrips in each category will be finalized in the order of higher offered rate in percentage (H2, H3 ...) and the no. of Scrips quoted and so on.
- g) In case of multiple H1 Bidders for any category of Scrips and the total no. of Scrips quoted by all the H1 bidders is less than the available Scrips under the respective category, offers of all H1 bidders will be considered and the successful bidder for the balance Scrips will be finalized as mentioned in Sl. No.(e) above. In case of multiple H1 Bidders for any category of Scrips and the total no. of Scrips quoted by all the H1 bidders is more than the available Scrips under the respective category, the available Scrips will be considered for allotment to all the H1 bidders on proportionate basis, i.e. the no. of Scrips quoted by each H1 bidder divided by total no. of scrips quoted by all H1 bidders multiplied with the available no. of Scrips in the respective category. However, fractions will be rounded off to nearest whole number and splitting of Scrip will not be done under any circumstances. The decision of ChPT will be final in this regard and binding on all parties.

15. PROCESS TO BE CONFIDENTIAL

Information related to the examination, clarification, evaluation and comparison of Bids and recommendations for award of contract shall not be disclosed to Bidder or other person not officially concerned with such process. Any effort by Bidder to influence ChPT's processing of Bid or award decisions may result in rejection of such Bidder's offer.

16. ChPT's RIGHT TO ACCEPT OR REJECT A BID

ChPT reserves the right to accept or reject or prefer any Bid in whole or part, to annul the bidding process or to reject all Bids with or without notice or reasons. Such decisions by ChPT shall bear no liability whatsoever consequent upon such decisions. ChPT also reserves to itself the right to accept any bid in part or split the order between two or more bidders without assigning any reason thereof. The decision of ChPT in the matter will be final and binding on all the parties.

17. AWARD OF CONTRACT

The successful Bidder(s), whose Bid is accepted by ChPT shall be intimated through Letter of Award.

F.A. & C.A.O.

CHENNAI PORT TRUST
FINANCE DEPARTMENT

e-Tender for
SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA
SCHEME (SEIS)

e-TENDER NO.CHPT/FINANCE/SEIS/1/2018/FR

SECTION-II

TERMS & CONDITIONS

1. SCOPE

The Duty Credit Scrips (DCS) issued under SEIS offered for sale are registered in the EDI PORT/INMAAI – CHENNAI SEA. It is the responsibility of successful bidder to comply with any other procedural requirement/formalities as per Foreign Trade Policy & Procedures/ Custom provisions for the utilization of SEIS scrips within the scrip validity period. Bidder while submitting the offer shall ensure and examine the related procedural requirement & statutory provisions for the same.

2. After evaluation and finalisation of the price bid, ChPT will issue Letter of Award, as per Format-IV of Section-3 to the Successful Bidders. The successful bidder shall execute the Integrity Pact, as per Format-VI of Section-III – Table of Forms & Annexures.

3. TERMS OF PAYMENT

- A) **Initial payment:** 10% of offered value of Scrips after adjusting EMD amount shall be paid by the bidder in the form of RTGS/NEFT to ChPT within next working day from the date of issue of letter of award by ChPT.
- B) **Final payment:** Balance amount shall be paid by the party in the form of RTGS/NEFT within 5 working days from the date of issue of letter of award by ChPT. At the specific request in writing from the successful bidders, ChPT may allow further period upto a maximum of 10 days for final payment, subject to payment of interest @ 15% per day on the balance amount, from the original due date till the date of actual payment.

BANK DETAILS FOR PAYMENT OF INITIAL/FINAL PAYMENT:

Account Holder Name	: Chennai Port Trust
Account Type	: Current Account
Account Number	: 10885904367
Bank Name (Branch Name)	: State Bank of India (SBI SME Branch, Chennai)
Branch IFSC Code	: SBIN0018529

4. Successful bidders to depute authorized representative for taking the delivery of original scrips, tax invoice and Chennai Port Trust Authorization to utilize the scrips.

The Scrip, tax invoice and Chennai Port Trust authorization will be issued to the authorized representative of the successful bidder(s) after ascertaining the receipt of the full value of the bid amount furnishing the authority letter to receive the same as per the attached Format-V of section -3.

5. ChPT will be absolved from its obligations and performance under this contract, once the original Duty Scrips and Letter of Authorisation are handed over to the authorised representative of the successful bidders.

6. TERMINATION OF CONTRACT

If the Contractor does not perform the Contractual obligations satisfactorily, as per the scope of work within stipulated time frame, the Contract is liable to be terminated after issue of notice of 3 (Three) days to the Contractor and the EMD / Initial Payment will be forfeited.

7. EXIT CLAUSE

The ChPT at its sole discretion can terminate the contract without assigning any reasons whatsoever by giving 3 (Three) days' notice to the Contractor.

8. FORCE MAJEURE

If at any time, during the tendering process or during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostility, acts of public enemy, civil commotion, sabotage, serious loss or damage by fire, explosions, epidemics, strikes, lockouts or acts of God (hereinafter, referred to events) provided, notice of the happening of any such event is given by either party to the other within three days from the date of occurrence thereof, neither party shall by reason of such event, be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance, and works under the contract shall be resumed as soon as practicable after such even has come to an end or ceased to exist, and the decision of the ChPT as to whether the works have been so resumed or not shall be final and conclusive, PROVIDED FURTHER that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days, either party may at its option terminate the contract by giving notice to the other party.

9. ARBITRATION

Any dispute or difference whatsoever arising between the Parties out of or in relation to the construction, interpretation, application, meaning, scope, operation, performance or effect of this tender/ contract or the validity or breach thereof, there shall first be an attempt to mutually settle the same amicably. If, however, the said settlement is not possible within a period of 30 days from the date of notice then such dispute shall thereafter be referred to a Sole Arbitrator, to be appointed/ nominated by the ChPT.

The venue of the said Arbitration shall be at Chennai.

And the provision of the Arbitration and Conciliation Act, 1996 shall apply to the said proceedings. The Award of the Arbitrator shall be final and binding upon both the parties.

10. JURISDICTION

This agreement including all matters connected with this Tender/ contract shall be governed by the Indian Law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdictions of Indian Courts at Chennai.

11. DEFINITIONS/INTERPRETATIONS

- A. The terms “ChPT” or “Port” or “Port Trust” or “Employer” wherever used shall mean “Chennai Port Trust”.
- B. The term “TENDERER” or “BIDDER” shall mean and include the person, firm or a body corporate which is submitting its tender.
- C. The term “CONTRACTOR” shall mean and include the person, firm or a body corporate with whom the letter of award has been placed including their heirs, executors, administrators, successors and their permitted assigns, as the case may be.
- D. Difference in Meanings/Terms: In case of any difference in meaning/understanding/ contradictory terms or conditions in the documents. The stricter terms favouring Chennai Port Trust will apply.

F.A. & C.A.O.

**CHENNAI PORT TRUST
FINANCE DEPARTMENT**

**e-Tender for
SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA
SCHEME (SEIS)**

e-TENDER NO.CHPT/FINANCE/SEIS/1/2018/FR

SECTION-III

TABLE OF FORMS& ANNEXURES

Sl. No.	Description
	FORMS
I	COVERING LETTER WITH DECLARATIONS
II	ORGANIZATION DETAILS
III	BID QUALIFICATION DETAILS
IV	FORMAT OF LETTER OF AWARD
V	FORMAT OF LETTER OF AUTHORISATION
VI	INTEGRITY PACT
VII	TRANSFER LETTER
	ANNEXURES
1	POWER OF ATTORNEY
2	BANKER'S CERTIFICATE
3	DETAILS OF DUTY CREDIT SCRIPS

LETTER OF SUBMISSION – COVERING LETTER
(ON THE LETTER HEAD OF THE BIDDER)

Date:

To

The Financial Adviser & Chief Accounts Officer,
Chennai Port Trust,
No.1, Rajaji Salai,
3rd floor, Centenary Building,
Chennai – 600 001
Tamilnadu State

Sir,

Sub: e-Tender for Sale of Duty Credit Scrips issued under SEIS of
Foreign Trade Policy 2015-20 – e-TENDER
NO.CHPT/FINANCE/SEIS/1/2018/FR

- - -

Being duly authorized to represent and act on behalf of
(hereinafter referred to as “the Bidder”) and having reviewed and fully understood all of the requirements of the bid document and information provided, the undersigned hereby apply for the project referred above.

We are submitting our Bid enclosing the following, with the details as per the requirements of the Bid Document, for your evaluation.

- (i) Scanned copy of the financial instrument or letter containing complete remittance details of NEFT / RTGS transfer towards EMD.
- (ii) Scanned copy of Power of Attorney, as per Annexure-1 of Section-III.
- (iii) Scanned copy of Organization details, as per Format-II of Section-III, duly filled up and signed by the authorized signatory.
- (iv) Scanned copy of Bid Qualification Criteria (BQC), as per Format-III of Section-III, duly filled up, signed and sealed by the authorized signatory.
- (v) Scanned notarized or self-attested copy of legal entity document as per eligibility criteria prescribed in clause 3 of Section-I (ITB).
- (vi) Scanned self-attested copy of PAN Card and GST Registration certificates.
- (vii) Scanned notarized or self-attested copy of audited Balance Sheet and Profit & Loss Account certified by the Chartered Accountant for the last 3 years ended 31.03.2017.

We hereby agree to fully comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Bidding Documents and Amendment/ Addendum to the Bidding Documents, if any, for subject Tender.

We understand that any deviation/exception in any form may result in rejection of Bid. We, therefore, certify that we have not taken any exceptions/deviations anywhere in the Bid and we agree that if any deviation/exception is mentioned or noticed, our Bid may be rejected.

We hereby further confirm that any deviation/exception with reference to instructions

and terms and conditions if mentioned in our Bid, shall not be recognized and shall be treated as null and void.

We hereby declare that we have not been black listed/ debarred by any Government department/agency / falling under the denied entity list of DGFT / Reserve Bank of India, Nationalized banks, or any Public Sector Unit or any other body recognized by Government of India.

Signature of the bidder : _____
or Authorised Signatory

Name of the bidder : _____

Company Seal : _____

(To be uploaded online)

FORMAT-II

ORGANIZATION PARTICULARS

1	Name of the Firm / Company	
2	Complete Postal Address:	
3	Pincode / Zip code	
4	<u>Contact Information</u> Office Phone Number: Residence Phone Number: Mobile Number: Fax: E - Mail: Name & Designation of Contact Persons	
5	Status of the Firm: <i>(Please tick appropriate box)</i>	<input type="checkbox"/> Company <input type="checkbox"/> Partnership <input type="checkbox"/> Proprietary Firm
6	Year of Establishment:	
7	Nature of Business	
8	Name of the Proprietor / Partners / Directors with professional qualifications (if any):	

9	<p><u>Registration Details</u> (attach proof)</p> <p>Companies/ Firm Registration Number & Date:</p> <p>Income Tax PAN:</p> <p>GST Registration No.:</p> <p>Others, if any:</p>	
10	<p>Bank Account Particulars:</p> <p>Name of the A/c holder</p> <p>Complete Bank Account No.</p> <p>Account type (SB/ CA)</p> <p>Name of the Bank</p> <p>Branch & Address</p> <p>Branch contact phone Nos.</p> <p>11 digit IFS code</p>	
<p>I / we hereby confirm that the particulars given above are correct and complete and also undertake to advise any future changes to the above details.</p> <p>Name, seal & signature of the Authorised signatory</p>		

(To be uploaded online)

FORMAT-III

BID QUALIFICATION CRITERIA AND OTHER DETAILS (BQC)

1	ENTITY DETAILS			
	Type of Legal Entity (Company/ Partnership firm/ Proprietorship firm)			
	Name of the Legal Entity			
	PAN No.			
	GST No.			
2	Bid Security / Earnest Money Deposit (EMD)			
	Sl. No.	EMD Amount (Rs.)	Mode of Payment (DD/PO/BC NEFT/RTGS)	Remittance details – Instrument/ UTR No. date, Bank Name & Branch address
	(1)	(2)	(3)	(4)
	1	15,00,000/-		
3	Annual turnover of the bidder for the preceding three financial years. Relevant audited Balance Sheet and Profit & Loss A/c statement to be furnished			
	FINANCIAL YEAR		ANNUAL TURNOVER	
	2016-17		Rs. _____	
	2015-16		Rs. _____	
	2014-15		Rs. _____	
	Average		Rs. _____	
4	Net Worth as on 31.3.2017		Rs. _____	

NOTES:

1. The details of documentary evidence with reference to the above mentioned BQC clauses shall be submitted along with bid.
2. Offer submitted without EMD would be summarily rejected without assigning any reason. Bids received late will also be summarily rejected.
3. Bidders need to submit necessary qualifying documents against each of the above mentioned BQC clauses without fail along with the Bid.
4. The credentials/documentary proof submitted by Bidder should clearly establish Bidder's qualification as per the BQC clauses as mentioned above.

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

FORMAT FOR LETTER OF AWARD

No.CHPT/FINANCE/SEIS/1/2018/FR

Date:

To

M/s.

Sir,

Sub: Sale of Duty Credit Scrips issued under Service Exports from India Scheme.

Ref: i) Tender No.CHPT/FINANCE/SEIS/1/2018/FR

ii) Your Offer No. dated _____

With reference to your above referred Offer for the subject tender for Sale of Duty Credit Scrips issued under Service Exports from India Scheme, we are pleased to offer following scrips:

Sl. No.	SEIS Authorisation No.	Scrip	Face value of scrip in Rs.	Offered Value payable to ChPT in Rs.
1				
2				
Total				

You are requested to make the payment of offered value as follows:

- A) Initial payment: 10% of offered value of Scrips after adjusting EMD amount shall be paid by the bidder in the form of RTGS/NEFT to CHPT within next working day from the date of issue of letter of award by CHPT.
- B) Final payment: Balance amount shall be paid by the party in the form of RTGS/NEFT within 5 working days from the date of issue of letter of award by ChPT. At the specific request, in writing, from the successful bidders, ChPT may allow further period upto a maximum of 10 days for final payment, subject to payment of interest @ 15% per annum on the balance amount, from the original due date till the date of actual payment.

BANK Details for payment of Initial/Final Payment:

Account Holder Name : CHENNAI PORT TRUST
 Account Type : CURRENT ACCOUNT
 Account Number : 10885904367
 Bank & Branch Name : State Bank of India (SBI SME BRANCH CHENNAI)
 Branch IFSC Code : SBIN0018529

Original Duty Credit Scrips and ChPT's Authorisation to utilise the scrips will be issued by ChPT to your authorised representative after receipt of full payment in ChPT's account.

All other terms & conditions as per tender documents and subsequent addendum/corrigendum/clarifications issued, if any, remain unchanged.

Yours faithfully,

Financial Advisor & Chief Accounts Officer

FORMAT FOR LETTER OF AUTHORISATION

Authorisation Letter for taking delivery of original Duty Credit Scrips issued under SEIS

To

The Financial Advisor & Chief Accounts
 Officer Chennai Port Trust
 No.1 Rajaji Salai,
 Chennai 600 001

Dear Sir,

Sub: Authorization to take Delivery of Original Duty Credit Scrips awarded and Chennai Port Trust Authorisation for utilization of scrips.

Ref: Your letter of award No..... dated

With reference to above letter of award, we have made the full payment of offered value to Chennai Port Trust Bank Account and the payment details are given below:

Sl.No.	Date of payment	Amount paid (Rs.)	UTR details

We, request to issue the Original SEIS Duty Credit Scrips and ChPT's letter of Authorisation for utilisation of scrips to our authorised representative Mr./Mrs.....having Employment ID Card / PAN / Adhaar No.....whose signature is attested below.

Signature of the Authorised Representative.....

Attested by:

Signature of Authorised Signatory with seal

We hereby undertake that the acknowledgement issued by above Authorised Representative will be binding on us and further hereby undertake that we will comply with all the terms and conditions of tender and statutory requirement for proper utilisation of scrips and we shall be held responsible for any mis-utilisation of the scrips issued to us.

For.....(Bidder Company/Firm Name)

Signature of the Authorised Signatory with seal

Note: Acknowledgement for the receipt of (i) original Duty Credit scrips issued under SEIS and (ii) Chennai Port Trust authorisation for utilisation of scrips shall be issued by the authorised representative after taking delivery of the same in bidder's letter head.

INTEGRITY PACT

Between

CHENNAI PORT TRUST (CHPT) hereinafter referred to as "The Principal", and

M/s _____ hereinafter referred to as "The Bidder/Contractor"

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for procurement/Sale of products services vide Tender No.CHPT/FINANCE/SEIS/1/2018/FR _____ dated _____. The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/sand Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organization "Transparency International" (TI). Following TI's national and International experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section-I - Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
2. The Principal will, during the tender process treat all Bidders with equity and reason. The principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.
3. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2- Commitments of the Bidder/Contractor

(1) The Bidder / Contractor commit itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of Bids or any other actions to restrict competitiveness or to introduce cartelization in the Bidding process.
 3. The Bidder/Contractor will not commit any offence under the relevant Anti-corruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 4. The Bidder / Contractor will, when presenting his Bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (2) The Bidder / Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3- Disqualification from tender process and exclusion from future contracts

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

- (1) If the Bidder / Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the principal is entitled also to exclude the Bidder / Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case. In particular, the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.
- (2) A transgression is considered to have occurred if the Principal after due consideration of the available evidence, concludes that no reasonable doubt is possible.
- (3) The Bidder accepts and undertakes to respect and uphold the

principal's absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

- (4) If the Bidder / Contractor can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, the principal may revoke the exclusion prematurely.

Section 4 - Compensation for Damages

- (1) If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.
- (3) The Bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder / Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount of the liquidated damages, the Bidder / Contractor shall compensate the principal only to the extent of the damage in the amount proved.

Section 5 - Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Section 6 - Equal treatment of all Bidders / Contractors / Subcontractors

- (1) The Bidder / Contractor undertakes to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors & Subcontractors.
- (3) The Principal will disqualify from the tender process all Bidders who do not sign this pact or violate its provisions.

Section 7- Criminal charges against violating Bidders / Contractors / Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion this regard, the Principal will inform the Vigilance Office.

Section 8- External Independent Monitor / Monitors (three in number depending on the size of the contract) (to be decided by the Chairperson of the Principal)

- (1) The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.
- (3) The Contractor accepts that the Monitor has the right to access without restriction to all project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Contractor / Subcontractor with confidentiality.
- (4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the independent External Monitor shall give an opportunity to the Bidder / contractor to present their case before making its recommendation to the Principal.
- (6) The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'principal' and, should the occasion arise, submit proposals for correcting problematic situations.
- (7) Monitor shall be entitled to compensation on the same terms as being extended to/provided to Outside Expert Committee members/Chairman as prevailing with Principal.
- (8) If the Monitor has reported to the Chairperson of the Board a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not within reasonable time, taken visible action to

proceed against such offence or reported it to the Vigilance Office. the Monitor may also transmit this information directly to the Central Vigilance Commissioner. Government of India.

(9) The word "Monitor" would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract. and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/lodged during this time. the same shall be binding and continue to be valid despite the lapse of this pact as specified above. unless it is discharged / determined by Chairperson of the Principal.

Section 10- Other Provisions

- (1) This agreement is subject to Indian Law, Place of performance and jurisdiction is the Registered Office of the Principal. i.e. Mangalore. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side Agreements have not been made.
- (3) If the Contractor is a partnership or a consortium. this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid. the remainder of this agreement remains valid. In this case. the parties will strive to come to an agreement to their original intentions.

For "The Principal"

For "The Bidder/Contractor" (Name & Signature with Seal)

Place: Chennai

Witness

1:.....

Date.....

Witness

2:.....

TRANSFER LETTER

To

(BUYER NAME & ADDRESS)

**Sub :- Transfer of Services Export From India Scheme License No. _____
(Custom Notification 025/2015 dated 08.04.2015)**

File No. _____

IEC No. _____

For Duty Credit of Rs. _____

Dear Sir,

We hereby Transfer the above Service Exports from India Scheme License in your favour in terms of conditions mentioned in paragraph 3.02 of FTP of Policy 2015-2020 (Policy)

You hereby confirm that you will utilize the Scrip (issued under the Service Exports from India Scheme) as per the conditions stipulated in the Foreign Trade Policy 2015-2020 as may be in force at that point of time. Further, you shall be responsible for and indemnify **(CHENNAI PORT TRUST (ChPT))** against any loss, Liability, penalty, damage or claim arising out of the Utilization of this Duty Scrip.

You further acknowledge and agree that you are fully satisfied with the existence, marketability and transferability of the scrip. You confirm that from the date of execution of this letter by you, **ChPT** shall not be liable to you or any other party for any reason whatsoever relating to any aspect of such transfer.

We confirm that we have received full & final compensation for transfer of the above Service Exports from India Scheme License.

<p>Thanking you, For (Chennai Port Trust)</p> <p>Authorized Signatory Name and Designation</p>	<p style="text-align: right;">Agreed and Accepted For (BUYER)</p> <p style="text-align: right;">(Name) (Designation) (Date)</p>
--	--

SIGNATURE VERIFIED AS PER BANK RECORDS

For (BANK NAME)

Bank Manager

Name :

Designation : Bank Manager

Employee Code No. of Bank Manager :

FORMAT FOR POWER OF ATTORNEY

(This document shall be executed in Rs.100/- non judicial stamp paper and shall be enclosed along with original financial instrument and reach Chennai Port Trust. Corresponding address before opening Technical bid as per date and time given in this Tender).

FORMAT OF POWER OF ATTORNEY (in original)

In favour of signatory/s to the Tender, duly authenticated by Notary Public

POWER OF ATTORNEY IN FAVOUR OF ----- (Name, Designation, Company name)

TO ALL TO WHOM THESE PRESENTS shall come, I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) do hereby sub-delegate/delegate, in terms of the powers delegated to me by the Board of Directors, -----(name of the Co.) to Shri ----- (name, designation & address of the Attorney) the following:

NOW KNOW WE AND THOSE PRESENTS that I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors), do hereby authorize and empower Shri ----- (name, designation & address of the Attorney) to do severally amongst others, for the purpose of carrying on our business, the following:

- a) To represent lawfully the (name of the Co.) for obtaining bid/tender documents, prepare, sign, execute and submit tenders for SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SEIS BY CHENNAI PORT TRUST
- b) To discuss the technical and financial matters, negotiate and accept prices and take decisions regarding terms and conditions, sign agreements and contracts, to nominate/depute authorised representative for taking delivery of the original Scrips, Letter of Authorisation and Tax invoice from ChPT and also to bind the (name of the Co.) to the arbitration clause included in the contract.
- c) For all or any of the purposes here of to sign and deliver or otherwise execute such deed or deeds, transfer or transfers, endorsement or endorsements and to perform such other acts, matters, things as the Attorney shall consider requisite or advisable as full and effectively as the Company could do, if present and acting there.

I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) in terms of the powers delegated to me by the Board of Directors (name of the Co.), do hereby agree that all acts, deeds and things done

by the said Attorney by virtue of this power of attorney, shall be construed as acts, deeds and things done by the Company.

I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors), further undertake to ratify and confirm whatever our said attorney shall do or cause to be done for the Company, the said Company, in the premises, by virtue of the powers hereby given.

WHEREAS, this sub-delegation is signed and delivered to Shri ----- (name & designation of the Attorney), on this _____ day of _____, 20____ (Two thousand _____).

WHEREAS, even though this sub-delegation is signed on this _____ day of _____ 20____ (Two thousand _____), will have effect from the date he signs and receives this delegation.

IN WITNESS WHEREOF, I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) has, this _____ day of _____ 20____ (Two thousand _____) set my hands and subscribed my signature unto this instrument.

SIGNED AND DELIVERED ON

_____ BY

(Name of authorized person to delegate powers)

SIGNED AND RECEIVED ON
_____ BY

(Name of authorized person to receive powers)

WITNESS :

(Name & designation of Attorney)

(To be submitted only by proprietorship firm)

**FORMAT FOR BANKER'S CERTIFICATE
(TO BE ISSUED IN BANKER'S LETTER HEAD)**

TO WHOMSOEVER IT MAY CONCERN

This is to Certify that M/s.....(Proprietorship firm) owned by Shri/Smt.....is having Bank Account No.....in our..... Branch since.....and we hereby confirm the below details relating to that bank account as per our bank records.

Name of the Account Holder :

Address of the Account Holder:

Nature of Business :

Permanent Account Number :

Account Number :

Type of Account (Current Account/00/CC etc.):

Signature of the Account Holder:
(Bidder to sign with firm seal)

For.....Bank Ltd.

Signature of the Branch in Charge

Name :

Designation & ID No. :

Branch Address :

IFS Code :

ANNEXURE-3

DETAILS OF SCRIPS OFFERED FOR SALE/TRANSFER				
Sl. No.	SEIS Scrip / Authorisation No.	Date of issuance	Face Value of Scrip (Rs.)	Port of Registration
1	0419033150	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
2	0419033151	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
3	0419033152	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
4	0419033153	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
5	0419033154	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
6	0419033155	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
7	0419033156	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
8	0419033157	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
9	0419033158	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
10	0419033159	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
11	0419033160	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
12	0419033161	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
13	0419033162	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
14	0419033163	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
15	0419033164	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
16	0419033165	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
17	0419033166	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
18	0419033167	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
19	0419033168	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
20	0419033169	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
21	0419033170	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
22	0419033171	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
23	0419033172	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
24	0419033173	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
25	0419033174	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
26	0419033175	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
27	0419033176	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
28	0419033177	07.09.2017	30,00,000/-	INMAAI-Chennai Sea
29	0419033178	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
30	0419033179	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
31	0419033180	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
32	0419033181	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
33	0419033182	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
34	0419033183	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
35	0419033184	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
36	0419033185	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
37	0419033186	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
38	0419033187	07.09.2017	50,00,000/-	INMAAI-Chennai Sea
39	0419033188	07.09.2017	50,00,000/-	INMAAI-Chennai Sea

(To be submitted online)

CHENNAI PORT TRUST

FINANCE DEPARTMENT

**e-Tender for
SALE OF DUTY CREDIT SCRIPS ISSUED UNDER SERVICE EXPORTS FROM INDIA
SCHEME (SEIS)**

e-TENDER NO.CHPT/FINANCE/SEIS/1/2018/FR

Volume - II

PRICE BID FORMAT

Sl. No.	SEIS Scrip / Authorisation No.	No. of Scrips available	Face Value of each Scrip (Rs.)	No. of Scrips required (to be mentioned in whole number)	Price offered as a Percentage upto three decimals on Face value of the Scrip
1	0419033150 to 0419033177	28	30,00,000/-	XX (To be filled by the bidder in whole number from 1 to 28)	XX.XXX (To be filled by the bidder % upto 3 decimals)
2	0419033178 to 0419033188	11	50,00,000/-	XX (To be filled by the bidder in whole number from 1 to 11)	XX.XXX (To be filled by the bidder % upto 3 decimals)
	TOTAL	39	--		--

NOTES:

1. No. of Scrips and Price should be quoted in the spreadsheet file (.xls format) available in e-procurement portal only. Scanned copy of blank format duly signed shall be uploaded along with Technical Bid.
2. No. of Scrips should be quoted in whole number and Price shall be quoted as a percentage up to three decimals, on the face value of the Scrips, separately for each category of Scrips, viz. (i) face value of Rs.30.00 lakhs and (ii) face value of Rs.50.00 lakhs.
3. The price quoted shall be inclusive of all expenses towards transfer / sale of the Scrips including stamp duty, cost of transfer, incidental / out-of-pocket expenses, if any. Applicable taxes including GST (presently 0%) shall be paid in addition to quoted value.

4. Offered Value for each category of Scrip shall be arrived by applying the Percentage of Price offered on face value of the Scrip and then multiplied with the quoted no. of Scrips as per Format III – BQC. [For example - if percentage of premium quoted is 99.925% for Scrip Value of Rs. 30,00,000/- and the number of Scrips quoted is 5, the offered value shall be Rs.1,49,88,750/- (30,00,000 x 99.925% x 5)].
5. Successful bidder will be finalized, separately for the two categories of Scrips, based on the highest offered rate in percentage in the respective category. If the H1 offer is for less no. of Scrips in any one or more category, the successful bidder(s) for the balance Scrips in each category will be finalized in the order of higher offered rate in percentage (H2, H3 ...) and the no. of Scrips quoted and so on.
6. In case of multiple H1 Bidders for any category of Scrips and the total no. of Scrips quoted by all the H1 bidders is less than the available Scrips under the respective category, offers of all H1 bidders will be considered and the successful bidder for the balance Scrips will be finalized as mentioned in Sl. No.5 above. In case of multiple H1 Bidders for any category of Scrips and the total no. of Scrips quoted by all the H1 bidders is more than the available Scrips under the respective category, the available Scrips will be considered for allotment to all the H1 bidders on proportionate basis, i.e. the no. of Scrips quoted by each H1 bidder divided by total no. of scrips quoted by all H1 bidders multiplied with the available no. of Scrips in the respective category. However, fractions will be rounded off to nearest whole number and splitting of Scrip will not be done under any circumstances. The decision of ChPT will be final in this regard and binding on all parties.
