PARADIP PORT TRUST

FINANCE AND ACCOUNTS DEPARTMENT

E-TENDER CUM E-AUCTION No: FA/BUD/132/1/17-18

SALE OF DUTY CREDIT SCRIP FOR THE YEAR 2017-18 ISSUED BY DGFT UNDER SERVICE EXPORT FROM INDIA SCHEME (SEIS).

THROUGH eTender cum eAuction MODE

TOTAL TENDER VALUE: Rs.17,54,04,243/-

TENDER PAPER COST: Rs. 1,000/-

EMD: Rs.27,55,000/-

E-Tender cum E-Auction Notice

1. E-Tender cum E-auction in two cover system are invited by the FA & CAO, **PARADIP PORT TRUST**, PARADIP, JAGATSINGHPUR, Odisha - 754142 for the "SALE OF DUTY CREDIT SCRIP FOR THE YEAR 2017-18 ISSUED BY DGFT UNDER SERVICE EXPORT FROM INDIA SCHEME (SEIS) FOR VALUE OF RS. 17,54,04,243/-
2. Details of e-tender cum e-auction can be downloaded from the Central Public Procurement Portal https://eprocure.gov.in/eprocure/app.
3. All intending bidders for participating in E-Tender cum E-Auction will have to register with CPPP in the portal https://eprocure.gov.in/eprocure/app using their Digital Signature Certificates (DSC) and all the other relevant details asked in the registration form. Bidders registered with CPP Portal can participate in the e-auction.
4. The bidders shall participate in the e-tender cum e-auction strictly in accordance with the **Terms and conditions** published in the CPP Portal.
5. Tender paper cost for Rs.1,000/- and Earnest Money Deposit (EMD) Rs 27,55,000/- are to be remitted to PPT, through NEFT/RTGS within the prescribed time. The Bank details are given below:

   Account No. 34390705999
   Name of the Bank : State Bank of India
   Branch : PARADIP BRANCH
   Address : PARADIP, ODISHA – 75 4142
   IFSC code : SBIN0003945

   The bidders should upload the required documents within the prescribed time.
6. First and Second Stage payment are to be remitted to Paradip Port Trust, through NEFT/RTGS. The Bank details are given below:

   Account No. 30652649507
   Name of the Bank : State Bank of India
   Branch : PARADIP BRANCH
   Address : PARADIP, ODISHA – 75 4142
   IFSC code : SBIN0003945

7. Time schedule for various activities in connection with this tender will be as follows:

Sl No	Particulars	Date	Time
1	Tender e-Publication date	30.06.2020	17:00 Hrs
	(a) Document download start date	30.06.2020	17:00 Hrs
	(b) Document download end date	20.07.2020	17:00 Hrs
2	(a) Start date for seeking Clarification on-line	30.06.2020	17:00 Hrs
	(b) Last date for seeking Clarification on-line	06.07.2020	17:00 Hrs
3	Date of Pre-Bid meeting	08.07.2020	15:00 Hrs
4	Date of uploading response to Clarifications sought	13.07.2020	17:00 Hrs
5	(a) Bid Submission start date	30.06.2020	17:00 Hrs
	(b) Bid Submission end date	20.07.2020	17:00 Hrs
6	Tender Opening Date.(Tech Bid only)	22.07.2020	11:00 Hrs
7	e-Auction date	Will be intimated by CPP portal	

FINANCIAL ADVISOR & CHIEF ACCOUNTS OFFICER PARADIP PORT TRUST

INSTRUCTIONS ON E-AUCTIONING PROCEDURES

This is an e-Auction event of PPT. the e-Auction service provider is Central Public Procurement Portal (CPPP).

A) Process of e-Auction:

The process involves registration of bidders with **CPP Portal**. For this purpose, any willing bidder is required to apply online through the website https://eprocure.gov.in/eprocure/app. Only after registration, the bidder(s) can submit his/their bids electronically. Electronic bidding for submission of Price bid through the internet will be done.

1. Bidders are to make their own arrangement for bidding from a PC connected with internet. PPT shall not be responsible for making such arrangement.

SPECIAL NOTE: BOTH PRICE BID & DOCUMENTS UPLOADING ARE TO BE SUBMITTED ONLINE AT https://eprocure.gov.in/eprocure/app.

2) **Bidders are requested to submit bids keeping sufficient time in hand. They should not wait for last minute to avoid any difficulties.** In case of any clarification, bidders are advised to contact PPT (before the schedule time of the e-Auction).

Contact persons at PPT

(For Tender Queries) **Shri. R N MISHRA** Designation: Dy Chief Accounts Officer. Phone No. 9437190692	(For Technical Queries) **Shri. M R MISHRA** Designation: Sr Dy Director(EDP) Phone No. 9937179388

B) UPLOADING OF DOCUMENTS:

All the required documents as per tender should be uploaded in the system using login and password within the prescribed time. The documents will be downloaded by PPT and it will be scrutinized. Bidders fulfilling the required criteria will be qualified for opening of price bids and participate in E-Auction subsequently.

The documents to be uploaded in the said serial wise:-

1	Tender Cost and EMD remittance particulars i.e. INB Reference No., UTR No./ receipt etc.
2	Self-attested copy of relevant Balance Sheet and P&L A/c for the FY 2015-16,2016-17 & 2017-18 duly audited/certified by Chartered Accountant. (As per Clause 7(a) of Terms and Conditions.)
3	Self-attested copy of Import Export Certificate (as per Clause No.7(b) of Terms and Conditions.)
4	Notarized copy of the certificate of incorporation/ registered partnership deed/Banker's certificate for proprietorship concern towards proof of legal entity. (As per Clause No.7(c) of Terms and Conditions.)
5	Self-attested copy of PAN and GST Registration Certificate. (as per Clause No.7(d) of Terms and Conditions.)

C) Price Bid:

All the Technically qualified bidders shall have to participate in the e –auction.

Note: Unit of Measure (UoM) will be as indicated in the e-Auction Floor. Rate to be quoted as a percentage of value of scrips . The bidder who quote the highest price at the end of the E-auction will be H1 bidder.

Submission of online Bid :

1. Bidder should use their user Id and password to login in the website,
2. Bidders have to upload the documents using "UPLOAD PREBID DOC" against the respective E- auction. Bidder can select the number of files to be uploaded. If the file size is big then it can be uploaded in small size.
3. Bidders will have to quote in percentage of the face value of the scrip upto two decimals which must be over and above the reserve price(%).
   (for example : If the scrip face value is RS 1000, bidder submits 98.43 in the bid column(%) then the bid value of the scrip will be Rs.984.30.
4. Bidder can view the last bid and increase their bid accordingly. Minimum increment will be 0.1% during e-auction.
5. % or as mentioned in the auction floor. Once the bidders submit the percentage, face value of the bid will be calculated and same will be reflected in the Bid amount below the Bid column.
6. If someone bids in the last 5 Minutes, then the closing time will extend by 5 more minutes from the last received bid
7. Auto bid facility is given to the bidders to submit their bids.
8. Bid history will show the last ten bids

TERMS AND CONDITIONS

1. FA & CAO, **PARADIP PORT TRUST**, Paradip, Jagatsinghpur, Odisha-754142, the owner / seller, will be hereinafter referred to as PPT.

2. Tender paper cost for Rs.1,000/- and EMD: Earnest Money Deposit (EMD) Rs 27,55,000/- is to be remitted to PPT, through RTGS/NEFT.

3. The bank details of PPT for remittance of Tender cost and EMD is:

Account No.	**34390705999**
Name of the Bank	**: State Bank of India**
Branch	**: PARADIP BRANCH, PARADIP**
Address	**: PARADIP, ODISSA – 75 4142**
IFSC code	**: SBIN0003945**

4. Bidders who have not remitted Tender cost and EMD, will not be allowed to participate in the e-auction and will be considered as non responsive.
5. Price quoted should be strictly on the basis of "ALL EXCLUSIVE RATES (Excluding GST and any other statutory levies as applicable which shall be to the buyer's account)".
6. Validity of Bid: The bid shall be valid for a period of 30 days from date of e- auction.
7. **Eligibility Criteria:**
   a) The average annual turnover of the bidder shall not be less than Rs. 17,55,00,000/- during the last three years. Turnover of Financial Year 2105-16, 2016- 17, 2017-18 will be considered for this purpose.
   b) The bidder shall have a valid Import Export Certificate.
   c) The bidder should be a single legal entity registered in India as a company under the Indian Companies Act or a Partnership firm registered under the Partnership Act of 1932 or a proprietorship firm.
   d) The bidder shall have valid PAN/GST registration.
8. Price shall be quoted by way of percentage upto two decimals.
9. GST, all other Taxes, duties, other statutory levies, if any, applicable on the sale of scrip shall be borne by the bidder and comply with the statutory provisions in sale/purchase/utilisation/ monetization of the Scrip.

10. Price quoted shall be without any condition. Offers with any deviations/conditions will be summarily rejected.

11. Evaluation of Bids:
    a) After the initial technical bid opening, documents submitted by each bidder, will be scrutinized and which do not satisfy eligibility criteria will be rejected.
    b) Initial price bid shall be opened for the bidders who have satisfied the eligibility criteria in the technical evaluation, to be done by the tender committee and the same bidders will be allowed to bid in the E-auction.
12. Successful bidder will be finalized from among the qualified bidders based on highest price offered after the eAuction is complete.
13. The amount quoted in the bid by the bidder shall be firm and fixed till complete execution of the contract.
14. Once the offer is accepted and Letter of Award is issued to the successful bidder, the quoted price shall be valid till the completion of contract.
15. PPT reserves full and final authority to withdraw or cancel the bidding process. PPT reserves the right to accept/reject any bid or part thereof without assigning any reasons.
16. The SEIS duty credit scrip offered for sale is registered in the INPRT1-Paradeep. It is the responsibility of successful bidder to apply for telegraphic Release Advise (TRA) by their own and comply with any other procedural requirement/formalities as per Foreign Trade Policy & Procedures/Customs provisions for utilization of SEIS Scrip within the scrip validity period. Bidder while submitting the offer shall ensure and examine the related procedural requirement and statutory provisions for the same. Bidder shall also quote bid after careful analysis of e-auction catalogue and submission of their offers online implies that the bid quoted is after taking into consideration all the costs involved towards buying/ transfer/utilization of the scrip offered for sale. All such related expenses/cost will be the sole responsibility of the bidder.
17. The Duty Credit Scrip issued by DGFT under SEIS with Certificate No. 0219087694 Dated-12.02.2020 with a face value Rs.17,54,04,243.39 valid upto 11.02.2022.
18. **Letter of Award**: Once the offer is accepted by PPT, a formal Letter of Award to the Successful H1 bidder for sale of the scrip will be issued from PPT through E-mail and post. The date of e-mail from PPT will be construed as the date of issue of Letter of Award.
19. The letter of award along with Terms & conditions of Tender documents shall constitute a binding contract.
20. Terms of Payment:
    20.1 Initial Payment: 10% of the H1 quoted value of scrip plus GST which is currently @18% shall be paid by the bidder in the form of RTGS/NEFT to PPT within Three (3) working days from the date of issue of the Letter of Award to the successful bidder.
    20.2 Final Payment: Balance amount shall be paid by the bidder in the form of RTGS/NEFT within 10 working days from the date of issue of letter of award by PPT to the successful bidder. In case of default in payment within the abovementioned period, EMD and the initial 10% payment plus GST which is currently @18% will be forfeited and the Letter of Award will be cancelled.

21. Delivery of Scrip: The Successful bidder may depute their authorized representative for transfer of the scrip complying all statutory formalities
22. Bidder shall pay GST and applicable taxes, if any, to PPT in addition to the quoted value. Any other fees, stamp duty, cost of transfer, sale shall be in to the account of the Bidder
23. Period of Contract: The whole process of the sale/purchase formalities are required to be completed within 10 working days from the date of placement of the Letter of Award for the sale of the subjectscrip.
24. Refund of Earnest Money Deposit (EMD) : EMD of unsuccessful bidders will be returned as

promptly as possible, without any interest thereon. EMD of successful bidder will be returned upon receiving full & final payment from the bidder.

25. Forfeiture of Earnest Money Deposit (EMD): The Earnest Money Deposit submitted with the Auction shall stand forfeited in the event:-
    - 25.1 The Auctioneer fails to accept the Letter of Award issued by PPT.
    - 25.2 The Auctioneer fails to make payment and take delivery of scrip within the stipulated time.
26. The submission of an Auction by an Auctioneer implies that he has read these instructions and has made himself aware of the scope and conditions of contract and PPT will not therefore, pay any extra charges on any account in case the bidder finds later on to have misjudged the conditions.
27. Termination Clause: PPT reserves its right to terminate the contract for any reason at its absolute discretion including but not limited to the following:
    - 27.1 If the Auctioneer is adjudicated insolvent by a Competent Court or files for insolvency or if the Auctioneer being a company is ordered to be wound up by Court of Competent Jurisdiction.
    - 27.2 The Auctioneer commits any breach of the terms of this contract/ Auction document.
    - 27.3 If any charge sheet is filed by a competent authority of the Government against the Auctioneer or the company, or the Auctioneer is convicted by a criminal court on grounds of moral turpitude.
    - 27.4 If the Contractor is making default in the payment as stipulated in this Auction.
28. In the event of failure on the part of the Auctioneer at any time, to fulfil the terms and conditions of the contract to the satisfaction of PPT, of which PPT shall be the sole judge, PPT reserves the right to forthwith terminate the contract and in such case the loss/expenses, if any, suffered by the PPT, the Auction will be liable to pay such sums. In such case the initial payments made, if any, will also be forfeited.
29. When H-1 bidder is fails to take scrip, then in that case, the bidders other than H-1 have to match their price with that of the H-1 bidder, as per their bid seniority as discovered through the auction process to be considered for sale of scrip.
30. Changes in constitution of firm: In the case of a Auction by partners, any change in the constitutions of the firm shall be forthwith notified by the bidder to the FA & CAO for his information.
31. Jurisdiction: This agreement including all matters connected with this Auction/ 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 Kujanga.
32. Canvassing in connection with the e-auction is strictly prohibited and the e- auctions submitted by those who resort to canvassing will be liable for rejection. A declaration to the effect should be submitted / uploaded in the portal as Annexure I.

FA & CAO
Paradip Port Trust

ANNEXURE-I

AUCTION FOR "TRANSFER OF DUTY CREDIT SCRIP FOR THE YEAR 2017-18 ISSUED BY DGFT UNDER SERVICE EXPORT FROM INDIA SCHEME(SEIS) FOR VALUE OF RS.17,54,04,243.39

DECLARATION BY THE BIDDER

(To be filled up, signed with seal, scanned, uploaded and attached)

1. I/We,_____(Name of bidder) having examined the Auction Document (No._____) and fully understood its content including the Instructions on e-Auctioning procedures, Instructions to Auctioneers, Terms & conditions & Evaluation criteria, hereby submit the Auction for transfer of duty credit scrip for the year 2017-18 issued by DGFT under SEIS with face value of Rs.17,54,04,243.39 through Auction.
2. I/We accept all the terms & conditions of the Auction Document (E-AUCTION No.__).
3. I/We have deposited requisite Earnest Money for the said Auction as per procedure mentioned in Schedule of Auction.
4. I/We submitted/ uploaded copies of the required documents as mentioned in the Auction document.
5. I/We have quoted the rate for buying the SEIS duty Credit Scrip issued by DGFT.
6. I / We declare that:-
   a. I / We have examined and have no reservations to the Auction Document issued by PPT thereon.
   b. I / We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt, fraudulent or coercive practices to influence the evaluation process of the Auction.
7. I / We understand that PPT reserves the right to accept or reject any

Auction and to annul the Auctioning process and reject all Auctions at anytime without any liability or any obligation for such acceptance, rejection or annulment without assigning any reason thereof.

8. I / We hereby undertake that we will abide by the decision of PPT in the matter of examination, evaluation and selection of successful Auctioneer and shall refrain from challenging or questioning any decision taken by PPT in this regard.

Date

Signature of the bidder with office seal

Witness

Sl No.	Name	Address	ID Proof	Signature
1				
2				

ANNEXURE-II

AUCTION FOR "TRANSFER OF DUTY CREDIT SCRIP FOR THE YEAR 2017-18 ISSUED BY DGFT UNDER SERVICE EXPORT FROM INDIA SCHEME(SEIS) FOR VALUE OF RS.17,54,04,243.39

FORMAT FOR AUTHORIZATION LETTER

To

The Financial Advisor & Chief Accounts Officer
PARADIP PORT TRUST,
Paradip, Jagatsinghpur, Odisha-754142

Dear Sir,

Sub: Authorisation to take delivery of the Letter of Award/ transfer of Scrip and Authorisation Letter to PPT– reg.

We would request you to transfer SEIS Scrip from PPT to the Buyer. For the purpose, we hereby authorize Mr....., having Employment ID Card No._____& PAN / Aadhaar No……..... ,whose signature is attested below to take the Letter of Transfer from PPT and transfer the scrip.

Signature of the authorized representative:

Attested by

Signature of the Authorised signatory with seal

We herby undertake that the acknowledgement issued by the above authorized representative will be binding on us and further hereby undertake that we will comply with all the terms and conditions of Auction and statutory requirement for proper utilization of scrip and we shall be held responsible for any mis-utilisation of the scrip issued to us.

For..... (bidder company/firmname)

Signature of the Authorised Signatory with Seal.

Note :- **The Authorised signatory should carry his/her original ID as well as PAN / Aadhaar which has been specified in the authorization letter.**

P R I C E B I D

Tender Inviting Authority :	FA & CAO, Finance Department, Paradip Port Trust, Jagatsingpur, Odisha-754142.
e-Tender For	SALE OF DUTY CREDIT SCRIP FOR THE YEAR 2017-18 ISSUED BY DGFT UNDER SERVICE EXPORT FROM INDIA SCHEME (SEIS)
e-Tender Notice No	
Name of the Bidder/Bidding Firm/Company	To be entered by the bidder.

PRICE SCHEDULE

This Price Bid Schedule/BOQ template/format must not be modified by the Bidder and the same should be uploaded after filling the relevant columns.

The Bidders are allowed to enter Bidder Name and Values Only

Sl No	Item Description	Item Code	Quantity	Units	Reserve Price in %	Bidders Offer in %
1	SALE OF DUTY CREDIT SCRIP FOR THE YEAR 2017-18 ISSUED BY DGFT UNDER SERVICE EXPORT FROM INDIA SCHEME (SEIS).	Item 1	1	Nos	92.00	

Note:

The bidders are requested to note the following for clarification on the financial bid;

The Price Bid format shown above is just for instructional / demonstration purposes only. Bidders are advised not to quote their price in the table shown above. A separate price bid BoQ has been uploaded for the same.