

## **Guidelines / Procedures for e-tender**

E-procurement is facilitated by M/s. ITI Ltd. on behalf of HUDCO. You are requested to read the terms & conditions of this tender before submitting your online tender. Bidders who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

### **Process of e tendering**

#### **(A) Registration: -**

The process involves bidder's registration with M/s. ITI Ltd e-procurement portal, which is free of cost. Only after registration, the bidder(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Price Bid over the internet will be done. The Bidder's should possess Class III or above signing type digital certificate. Bidders are to make their own arrangement forbidding from a Personal Computer connected with Internet. M/s. ITI Ltd is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

**SPECIAL NOTE:** The price bid and the commercial bid has to be submitted on-line at <https://tenderwizard.com/HUDCO>

(1) Bidders are required to register themselves online with M/s. ITI Ltd and create own user id and password. Bidders will receive a system-generated mail confirming their registration in their email, which has been provided during filling the registration form. Bidders are advised to refer to the HUDCO e-tender manual for detailed guidance. In case of further clarification, please contact M/s. ITI Ltd, (before the scheduled time of the e- tender).

| <b>Primary Contact (M/s. ITI Ltd)</b> |                           |                                                                                 |                       |
|---------------------------------------|---------------------------|---------------------------------------------------------------------------------|-----------------------|
| <b>Sr. No.</b>                        | <b>Name of the Person</b> | <b>Email</b>                                                                    | <b>Contact Number</b> |
| 1.                                    | Sunil Patel               | <u><a href="mailto:sunil.p@etenderwizard.com">sunil.p@etenderwizard.com</a></u> | 9624981992            |

#### **(B) System Requirement: - refer [tenderwizard.com/HUDCO](https://tenderwizard.com/HUDCO)**