

**Government of Uttar Pradesh e-Tendering System**  
**Tender Work Input Form-2**

**TENDER INPUT FORM**

**(A) Basic details:**

1	Tender Reference No. *	
2	Tender Type *	<input type="checkbox"/> Open <input type="checkbox"/> Limited <input type="checkbox"/> EOI <input type="checkbox"/> Auction <input type="checkbox"/> Single
3	Form of Contract *	<input type="checkbox"/> Work Contract <input type="checkbox"/> Auction <input type="checkbox"/> Service Contract <input type="checkbox"/> Buy <input type="checkbox"/> Empanelment <input type="checkbox"/> Sell <input type="checkbox"/> Buy & Service
4	No. of Covers *	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
5	Tender Category *	<input type="checkbox"/> Goods <input type="checkbox"/> Works <input type="checkbox"/> Services
6	Allow Resubmission *	<input type="radio"/> Yes _____ <input type="radio"/> No _____
7	Allow Withdrawal *	<input type="radio"/> Yes _____ <input type="radio"/> No _____
8	Allow Offline Submission *	<input type="radio"/> Yes _____ <input type="radio"/> No _____
9	Payment Mode *	<input type="checkbox"/> Offline <input type="checkbox"/> Online
9 (a)	If Offline :	Instruments : <input type="checkbox"/> SS-Small Savings Instrument <input type="checkbox"/> BG-Bank Guarantee <input type="checkbox"/> BC-Bankers Cheque <input type="checkbox"/> DD-Demand Draft
9 (b)	If Online :	Banks : <input type="checkbox"/> ICICI <input type="checkbox"/> UTI <input type="checkbox"/> SBI <input type="checkbox"/> PNB

**(B) Cover details:**

	No. of Covers	Cover type	Contents
1	Single Cover	Fee/Prequal/Technical/Financial	
2	Two Covers	(a) Fee/Prequal/Technical (b) Financial	
3	3 Covers	(a) Fee (b) Prequal/Technical (c) Financial	

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4	4 Covers	(a) Fee (b) Prequal (c) Technical (d) Financial	
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**(C) NIT Document (only .jpg and .pdf files are supported)**

SNo	File name	Type:	Size:
1			

**(D) Work Item Details:**

1	Work Item Title *	
2	Work Description *	
3	Pre qual. Details	
4	Product Category *	<input type="checkbox"/> civil works <input type="checkbox"/> electrical works <input type="checkbox"/> Fleet Management <input type="checkbox"/> Computer Systems
5	Product Sub Category	
6	Contract Type *	<input type="checkbox"/> Tender <input type="checkbox"/> Empanelment
7	Tender Value *	<input type="checkbox"/> INR <input type="checkbox"/> US <input type="checkbox"/> EUR
8	Bid Validity days * If other, specify	<input type="checkbox"/> 120 <input type="checkbox"/> 90 <input type="checkbox"/> 60 <input type="checkbox"/> 30
9	Completion Period in months	
10	Location (Work/services/items) *	
11	Pin code	
12	Pre Bid Meeting *	<input type="radio"/> Yes <input type="radio"/> No
	If Pre Bid Meeting is Yes	
12(a)	Pre Bid Meeting Place *	
12(b)	Pre Bid Meeting Address *	
13	Bid Opening Place *	
14	Tenderer Class *	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV <input type="checkbox"/> V <input type="checkbox"/> Others
15	Inviting Officer *	
16	Inviting Officer Address * Phone/email:	

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**(E) Fee Details:**

1	<b><u>Tender Charges:</u></b>	
1 (a)	<b>Tender Fee</b>	
1 (e)	<b>Tender Fee Payable To *</b>	
1 (f)	<b>Tender Fee Payable At *</b>	
1 (b)	<b>Processing Fee</b>	
1 (c)	<b>Surcharges</b>	
1 (d)	<b>Other Charges</b>	
2	<b>EMD Fee</b>	<input type="radio"/> Fixed <input type="radio"/> Percentage
2 (a)	<b>If EMD Fee is Fixed EMD Amount:</b>	<b>If EMD Fee is Percentage EMD Percentage (%):</b>
2		
3	<b>EMD Exemption Allowed</b>	<input type="radio"/> Full <input type="radio"/> Partial <input checked="" type="radio"/> None
3 (a)	<b>If EMD Exemption Allowed is Partial, EMD Exemption Percentage %</b>	

**(F) Critical Dates:**

DD / MM / YYYY      Hrs      Mins

1	<b>Publishing Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<b>Document Sale Start Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<b>Document Sale End Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<b>Seek Clarification Start Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<b>Seek Clarification End Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<b>Pre Bid Meeting Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<b>Bid Submission Start Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<b>Bid Submission End Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<b>Bid Opening Date</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**(G) Bid Openers Selection:**

	Name/Designation	Email ID
BO1		
BO2		
BO3		

**(E) Uploading the Tender documents;(only pdf,jpg,xls & rar files allowed)**

SNo	File name	Description	Type	Size:
1				
2				
3				
4				
5				

**Prepared by:**

**Name/Designation**

**Approved by:**

**Name/Designation**

**Date of updation:**

**Seal of the Office of the TIA:**