

User Manual

For

Tender Purchase, Filling & Submission

Through

Secured eTendering System (SeTS)



Software developed and powered by ODISHA KNOWLEDGE CORPORATION LTD. (OKCL)

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SME eTendering (SeTS) Home Page

On the address bar of the browser, type the URL <u>http://sme.sets.co.in/.</u> The user shall be directed to the homepage of SME eTendering portal. (Preferably use Mozilla Firefox version 4.0 and above).



Then Click on the link 'eTendering Login' link.

Login Page

The following login Page shall appear. Please login using the username and password you selected and entered during vendor registration.

30 SME e-Tendering - Mozilla Firefox		
https://sme.sets.co.in/sme/LoginSessionVerificationAction.	action	
		ODISHA KNOWLEDGE CORPORATION LTD.
SECURED FEINDERING STITEM		Creating a Knowledge Lit World
Note :-		
1. Do not click the Refresh or Back button (\leftarrow) else your		
2. Do logout before leaving. (Do not close browser direct	dy).	
	Username 🐣	
	Password 🤌	
	LOG IN	

© Copyright 2011. The site developed and maintained by MKCL. All rights reserved.

Inside Vendor Login

On logging into the system, the following screen appears.

This is the vendor grid with menus and options for participating in the eTendering process. You can change your password at any time by clicking on the 'Change Password' button on the home tab.



Tender Purchase

To purchase the tender document, on the left hand side pane, click on 'Tender Purchase' link.

https://sme.sets.co.in/sme/base.	action			<u> </u>
	HA KNOWLEDGE CORPORATION LTD. ng a Knowledge Lit World		Welcome Sai Last Login : Apr 12, 2013 3 Ü Signout (Version 3	ntosh Birari 3:41:50 PM
Modules	K Home	🔊 Tender Purchase 🛛 🚨 Vendor Dash Board		
🗄 Modules	🕙 Tender Purchase 🧮 🛚	/iew Details		
🕀 🧰 Event	Search : Select	Select Text	Search Advanced Search	
🕀 🧰 Inbox 🕀 🧰 Tender/Enquiry Filling	Tender Code	Material Desc.	Estimated Cost	Tender Fees
Tender Purchase	B [Amendment - 1]	Invitation for Technical and Commercial Bids for		25000
	4	111		

You shall view the following screen. Here, you can view the Tender Number **9** as below:



Click on the row to select it and then click on 'Tender Purchase' button.

https://sme.sets.co.in/sme/bas	e.action	a sea a sea a sea		☆ *
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Tender/Enquiry Filling	Tender Code	Material Desc.	Estimated Cost	Tender Fees
Tender Purchase	3 [Amendment - 1]	Invitation for Technical and Commercial Bids for S	0	25000
🚨 Vendor Dash Board	o fraueuqueur - i 1	invitation for reclinical and commercial bios for 5	(honorman) - an eachdraid a charachar a charach	

On the screen that shows, select Unit Name as 'ODISHA KNOWLEDGE CORPORATION LTD' and select 'ONLINE' mode of payment. Then click on 'Save and Next' button.

Firefox	
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ODISHA KNOWLEDGE CORPORATION LTD. V	
Online -	
2200	
25000	
	Save And Next

You shall be redirected to a secured payment gateway as follows. You can make the payment via Credit card/Debit card/Net Banking.

IID esk yments. Single location.	BillDesk Payment Gat	teway Maharashtra Knowledge Corporatio
Choose a payment option :		
You have chosen to pay an amoun	t of Rs. 25000 .	
Please select your payment opt	on and 'submit' :	
Order Number :	0000033805	
Total value of transaction :	25000	
Payment Option :	🔘 Credit Cards 🖉 🛛	Debit Cards 💿 Internet Banking
	SUBMIT +	

After making the payment online, you can immediately start filling the tender as the Purchase status will turn to 'APPROVED'

https://sme.sets.co.in/sme/base.actio	n			☆ ¥
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■ ☐ Tender/Enquiry Filling	Material Desc.	Estimated Cost	Tender Fees	Purchased Status
Trades Duschase				
Tender Purchase Vendor Dash Board	Invitation for Technical and Commercial Bids for S	0	25000	Approved

Tender Filling

On the left hand side pane of the login window, expand the 'Tender/Enquiry Filling' folder. Under that, click on 'Tender Filling'.

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	SHA KNOWLEDGE CORPORATION LTD. ting a Knowledge Lit World			Welcome Santosh Birari jin : Apr 12, 2013 3:50:29 PM Signout (Version 3.3.1-beta)	
Modules	Home	🧕 Tender Purchase 🛛 🧕 Tend	der Filling ×		
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🖃 😋 Tender/Enquiry Filling	Tender Code	Tender Status	Tender Opened	Deviation	М
Tender Filling	8 [Amendment - 1]	NOT FILLED	Not Opened	-	Invitation fo

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Tender Filling Tender Purchase Second					
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Tender Purchase					

You shall then view a grid which contains the Tender Number **9** as shown below:

You can download the Tender PDF in order to view all the details of the tender viz. terms and conditions, annexures, etc...

To do so, first click on the row of Tender Number **9** to select it. It gets highlighted. Then click on 'Download' button as shown.

https://sme.sets.co.in/sme/base.ac	tion				
	KNOWLEDGE CORPORATION LTD. Knowledge Lit World			Welcome Santosh Birari jin : Apr 12, 2013 3:50:29 PM 9 Signout (Version 3.3.1-beta)	
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) Modules	📓 Download 🦯 Fill Ten	nder 📲 Submit Tender			
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Enquiry Filling	3 [Amendment - 1]	NOT FILLED	Not Opened	-	Invitation for 1
S Vendor Dash Board					



Then save the PDF file to your computer and please go through the complete tender document.

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0				-		
Ø		Company Name : OKCL		-		
		Unit Name : ODISHA KNOWLED		-		
Leff.		Kindly go through the details. In c omsm@okcl.org	ase of any problems/ issues related to the reported data email to			
				_		
			TENDER DETAILS			
		Tender Code	3(Amendment - 1)	7		
		Mode	Quantity Contract	1		
		Is Over All	No	1		
		Tender Type	Open	1		
		Type Of Bid	Two Bid			
		Material Description	Invitation for Technical and Commercial Bids for Supply, Installation and Commissioning of Computer Hardware, Connected Accessories, Software provided by OKCL, Maintenance of Equipment and Provision of Computer Education Services in 4000 Government and Governmen Aided High Schools of Odisha on BOOT model under ICT@School Project	t		
		Estimated Cost [In Rupees]	NA			
		Submission Date	Tuesday, April 16, 2013 3:00:00 PM			
		Tender Validity	180 Days			
		Delivery Period	120 Days			
		Tender Fees [In Rupees]	25000.0			
		EMD [In Rupees]	1.0E7			
		Contact Email Id	omsm@okcl.org			
		Commencement Period	30 days from 'Letter of award'			
		Basis Of Prices	Firm Price			
		Sample Required	Yes			
		Sample Within	3 days from 'TECHNICALBID OPENING'			
		Deviation	No			
			BID OPENING DETAILS			
		Techno-Commercial Bid	Tuesday, April 16, 2013 4:00:00 PM			-

Now the next step is to start filling the tender.

First click on the row of Tender Number **9** to select it. It gets highlighted. Then click on 'Fill Tender' button above as shown.

Welcome to e-Tendering - Mozilla	Firefox				
https://sme. sets.co.in /sme/base	action				☆ #
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Event	Search : S last	🗙 Select 🛛 💌 Tex	Search Ad	vanced Search	
🗄 🧰 Inbox 🖃 😋 Tender/Enquiry Filling	Tender Code	Tender Status	Tender Opened	Deviation	Mat
Enquiry Filling	3 [Amendment - 1]	NOT FILLED	Not Opened	-	Invitation for
Tender Filling					
Tender Purchase					
🚨 Vendor Dash Board					
	< Page 1 of 1	₩ > 1 🔅 🕅			topics 1 - 1 of

Or else, simply double click on the row of Tender Number 9.

The following screen appears:

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Tender				
lende	er Bids			Code : 3 (Amendmer
Bids of Sel	ected Tenders			Code : 5 (Amendmer
				Fill Bid Edit Bid Clear Bi
2 items four	nd, displaying all items.			
Page No 1				
Select	Bid Name	Filled Status	Submitted Status	Bid Opened Status
0	Techno-Commercial Bid	NO	NO	NO
0	Price bid	NO	NO	NO
				Save And Nex
	•			Close

You can maximize the window by clicking on the maximize button.

The following screen appears. You are required to fill both the bids viz. Techno-Commercial Bid and Price Bid.

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https://sme.	sets.co.in/sme/base.action	the second second	And the second second	☆ ¥ <
ill Tender				e.
Tende	r Bids			
				Code : 3 (Amendment-1
Bids of Sele	ected Tenders			Fill Bid Edit Bid Clear Bid
2 items foun Page No 1	d, displaying all items.			
Select	Bid Name	Filled Status	Submitted Status	Bid Opened Status
0	Techno-Commercial Bid	NO	NO	NO
\bigcirc	Price bid	NO	NO	NO
				Sauce And Naut
				Save And Next
				Save And Ne

Techno-Commercial Bid filling

First let us fill the Techno-Commercial bid.

Click on the radio button next to Techno-Commercial Bid and then click on 'Fill Bid' Button.

	er Bids			Code : 3 (Ame
				Fill Bid Edit Bid Cl
items foun age No 1	d, displaying all items.			
Select	Bid Name	Filled Status	Submitted Status	Bid Opened Status
)	Techno-Commercial Bid	NO	NO	NO
D	Price bid	NO	NO	NO
				Save Ar

Uploading Documents in Techno-Commercial Bid

You shall view the following screen. Here you will view the list of 44 documents that you are required to upload as a part of the Technical bid.

a mups	://sme. sets.co.in /sme/base.action			\$ *
Tende				
Rec	uired Documents			
		de : 3 (Amendmen	t-1) Bid : Techno-	Commercial E
Requi	ired documents of selected bid			
41 itor	ne found, displaying 1 to 10			
First/F	Prev] Page No 1, 2, 3, 4, 5 [Next/Last]			
	Document Name	Uploaded File Name	Attachment Status	Download
	chnical Competence Letter - Letter on the bidder letter head - Describing the technical competence Id experience of the bidder		Attach	
	e profile of the bidder as per Appendix VI - The profile of the bidder as per the format given in pendix VI		Attach	
* IT	RETURN - Copies of Income Tax Returns filed during last 3 financial years		Attach	
* OE	Ms eligibility and other documents		Attach	
	ertificate for supply of minimum of 500 Generators in a single order - Certificate certifying that anufacturer has supplied a minimum of 500 Generators in a single order		Attach	
	ertificate for supply of minimum of 2000 Projection Systems in a single order - Certificate certifying that anufacturer has supplied a minimum of 2000 Projection Systems in a single order		Attach	
	dited annual financial results - Audited annual financial results (balance sheet and profit & loss atement) of the bidder for the last three financial years)		Attach	
* Bio	d letter - Bid letter as per Appendix-I		Attach	
	gned tender document - Bidder shall upload the system generated tender document downloaded from eir logns		Attach	
* Se	rvice Satisfaction certificate for UPS - Service Satisfaction certificate for UPS		Attach	

They are distributed across 5 pages. The above is list of documents displayed on **page number 1**.

To view the remaining documents click on Page 2 or Next, and so on...

n	ttps://sme. sets.co.in /sme/base.action			<u> </u>
ſe	nder			
k	equired Documents			
		: 3 (Amendment	-1) Bid : Techno-(Commercial E
le	quired documents of selected bid			
1	items found, displaying 11 to 20.			
Fir	rst/Prev] 1, Page No 2, 3, 4, 5 [Next/Last]			
	Document Name	Uploaded File Name	Attachment Status	Download
*	Co. est. stating that OEM has min. 10 years experience of manufacturing the Interactive White Board - Company establishment stating that OEM has Minimum 10 years experience of manufacturing the Interactive White Board		Attach	
*	Validity of bid letter - A letter on the bidder letter head - Certifying that the period of validity of bids is 180 days from the last date of submission of bid, and		Attach	
*	Reference list of major clients - Reference list of major clients (using equipment/services similar to the present requirement of OMSM, Odisha)		Attach	
*	Proposed detailed technical solution - Proposed detailed technical solution, details of equipment and services offered		Attach	
*	Brochures of the products - Bidder should enclose the brochures of the products quoted/offered.		Attach	
*	Certificate for supply of minimum of 500 UPS in a single order - Certificate certifying that manufacturer has supplied a minimum of 500 online UPS in a single order		Attach	
*	Co. establishment stating Min. 5 years exp. supplying ICT integrated projection system - Company establishment stating that bidder has Minimum 5 years experience of supplying ICT integrated projection system		Attach	
*	Power-of-attorney - Power-of-attorney in favor of the person signing the bid granting the authority to sign on behalf of the bidder		Attach	
*	Proposed Project Plan and Implementation Schedule - Proposed Project Plan and Implementation Schedule		Attach	
k	legal documents for Shared Computing - List of legal documents for Shared Computing 1. Manufacturer's Authorization 2. FCC Class B 3. CE 4. MIC 5. RoHS 6. ISO certificate		Attach	

Documents applicable in case of Consortium

If you are bidding as a consortium of 2 bidders, then as per clause **3** (A). Eligibility for **Consortium**, you are required to upload additional specific documents applicable only in case of bidding through a consortium.

In addition to the rest of the documents, the following documents also have to be uploaded by the primary bidder in case of consortium:

Sr.	Sr. no. in table 11.1 of the tender document	Name of document
1	4	Letter on the primary bidder's letter head - Undertaking stating that both members of the Consortium have not have been barred from bidding/blacklisted in any project/contract by any of Government/State Governments or Agency or PSU in India in case of consortium
2	6	Audited annual financial results of both members of the Consortium need to be uploaded in case of consortium
3	9	PAN cards of both members of the Consortium need to be uploaded in case of consortium
4	10	Service Tax Registration certificates of both members of the Consortium need to be uploaded in case of consortium
5	11	Central Sales Tax Registration certificates of both members of the Consortium need to be uploaded in case of consortium
6	12	Odisha VAT Registration certificates of both members of the Consortium need to be uploaded in case of consortium
7	13	Copies of Income Tax Returns of both members of the Consortium need to be uploaded in case of consortium
8	41	Consortium Agreement' entered amongst the Members in the Bidding Consortium, designating one of the Members to be the 'Primary Bidder'.
9	42	Company registration/incorporation certificates of both members of the Consortium need to be uploaded in case of consortium
10	43	Signed Letter of Consent from the other Member in the Consortium confirming that the Bid has been reviewed and each element of the Bid is agreed to by them during the bidding process, and at any time during the agreement period, (if entered into), in case the consortium is one of the selected bidders.(Only for primary bidder)
11	44	Power of Attorney from the other member in the Consortium allowing the Primary Bidder to submit the bid on its behalf (Only for primary bidder)

Documents applicable if no consortium is being formed

If you are bidding as a sole bidder without forming a consortium, you need not upload the following documents:

Sr.	Sr. no. in table 11.1 of the tender document	Name of document
8	41	Consortium Agreement' entered amongst the Members in the Bidding Consortium, designating one of the Members to be the 'Primary Bidder'.
10	43	Signed Letter of Consent from the other Member in the Consortium confirming that the Bid has been reviewed and each element of the Bid is agreed to by them during the bidding process, and at any time during the agreement period, (if entered into), in case the consortium is one of the selected bidders.(Only for primary bidder)
11	44	Power of Attorney from the other member in the Consortium allowing the Primary Bidder to submit the bid on its behalf (Only for primary bidder)

For the above 3 documents, you can **upload a self-declaration** that the document does not apply to you since you are bidding as a sole bidder and not through a consortium.

You are however required to upload rest 41 authentic documents duly filled up.

Now, to upload a document, click on the 'Attach' link next to the document as shown.

htt	ps://sme. sets.co.in /sme/base.action			☆ 🤋
ſend	er		_	
le	quired Documents			
leq	uired documents of selected bid	de : 3 (Amendmen	t-1) Bid : Techno-	Commercial I
1 ite	ems found, displaying 1 to 10.			
	/Prev] Page No 1, 2, 3, 4, 5 [Next/Last]			
	Document Name	Uploaded File Name	Attachment Status	Download
	echnical Competence Letter - Letter on the bidder letter head - Describing the technical competence nd experience of the bidder		Attach	
	he profile of the bidder as per Appendix VI - The profile of the bidder as per the format given in ppendix VI		Attach	
* I	T RETURN - Copies of Income Tax Returns filed during last 3 financial years		Attach	
* 0	EMs eligibility and other documents		Attach	
	Certificate for supply of minimum of 500 Generators in a single order - Certificate certifying that nanufacturer has supplied a minimum of 500 Generators in a single order		Attach	
	Certificate for supply of minimum of 2000 Projection Systems in a single order - Certificate certifying that nanufacturer has supplied a minimum of 2000 Projection Systems in a single order		Attach	
	udited annual financial results - Audited annual financial results (balance sheet and profit & loss tatement) of the bidder for the last three financial years)		Attach	
* B	id letter - Bid letter as per Appendix-I		Attach	
	igned tender document - Bidder shall upload the system generated tender document downloaded from heir logns		Attach	
* 0	ervice Satisfaction certificate for UPS - Service Satisfaction certificate for UPS		Attach	

You shall view the following screen.

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Click on radio button next to 'upload Document' and then click on 'Browse'.

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https://sme.sets	s.co.in/sme/base.action	☆	*
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Required docu	ments of selected bid		
41 items found, [First/Prev] Pag	UDIOAD DOCUMENT	×	
	Attach Document		
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Please note that in case of single file, upload the <u>duly filled up file</u> in **PDF/JPG/JPEG** format. After browsing and selecting the document, click on 'Upload' button.

		(Amendment-1) Bid : Techno-Co
ts of selected hid Upload Document		×
Attach Docu	ment	
Mandatory fields marked *		
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Refer Document *	Select *	
Opload Document *	C:\Users\admin\Desktop Browse Upload	
		Save Cancel
	e Satisfaction certificate for UPS	Attach

After the document has been successfully uploaded, you will view the following screen:

Welcome to e-Te	endering - Mozilla Firefox	Contract Street and a local state	Name Taxa	
https://sme.set	s.co.in/sme/base.action			
Fill Tender				
Required docu	uments of selected bid			
41 items found [First/Prev] Pag	Ubload Document		×	
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* Certificate i manufactur			Save	
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* Signed ten their logns				
* Service Sat				
	as * are mandatory			
Optional Docu	iments			
Optional Decim	nonte D.			
				Dapleying I Close

You can download to document again to verify by clicking on 'Download' button. The following screen shows the uploaded document <u>after duly filling up</u>.

Please make sure that the document is properly named.

Then click on 'Save' button as shown above to proceed.

Note:

If you wish to remove the document and re-upload, click on 'Remove' button. Then again click on Browse button, browse and select the document, then click on 'Upload' to upload the document. Then to proceed uploading the rest of the documents, click on '**Save'** button as shown above.

After clicking on 'Save' button, you shall again view the page containing the list of documents to be uploaded.

Ten	tps://sme. sets.co.in /sme/base.action			
	equired Documents	Code : 3 (Amendme	nt-1) Bid : Techno-I	Commercial Bi
Rec	uired documents of selected bid	``	*	
	tems found, displaying 1 to 10. t/Prev] Page No 1, 2, 3, 4, 5 [Next/Last]			
	Document Name	Uploaded File	Attachment	Download
	Technical Competence Letter - Letter on the bidder letter head - Describing the technical competence and experience of the bidder	asample document.pdf	Detach	Download
	The profile of the bidder as per Appendix VI - The profile of the bidder as per the format given in Appendix VI		Attach	
*	IT RETURN - Copies of Income Tax Returns filed during last 3 financial years		Attach	
*	OEMs eligibility and other documents		Attach	
	Certificate for supply of minimum of 500 Generators in a single order - Certificate certifying that manufacturer has supplied a minimum of 500 Generators in a single order		Attach	
	Certificate for supply of minimum of 2000 Projection Systems in a single order - Certificate certifying that manufacturer has supplied a minimum of 2000 Projection Systems in a single order		Attach	
	Audited annual financial results - Audited annual financial results (balance sheet and profit & loss statement) of the bidder for the last three financial years)		Attach	
*	Bid letter - Bid letter as per Appendix-I		Attach	
	Signed tender document - Bidder shall upload the system generated tender document downloaded from their logns		Attach	
	Service Satisfaction certificate for UPS - Service Satisfaction certificate for UPS		Attach	

Now you can see that the document we just uploaded is now populated on the screen along with the file name.

Uploading a bunch of documents:

In case of documents like the following:

- 1. IT RETURN Copies of Income Tax Returns filed during last 3 financial years for sole bidder and both bidders (in case of consortium)
- 2. Audited annual financial results Audited annual financial results (balance sheet and profit & loss statement) of the bidder for the last three financial years) for sole bidder and both bidders (in case of consortium)
- 3. OEMs eligibility and other documents
- Legal documents for Shared Computing List of legal documents for Shared Computing 1. Manufacturer's Authorization 2. FCC Class B 3. CE 4. MIC 5. RoHS 6. ISO certificate

- 5. Brochures of the products Bidder should enclose the brochures of the products quoted/offered.
- 6. ISO Certification ISO Certification for UPS, Servo Stabilizers, Chairs, Interactive White Board and Projection System
- ISO and relevant Quality Assurance Certificates Bidder should enclose the ISO and relevant Quality Assurance Certification of the following items: 1. Desktops PC/ Server 2. Ethernet Switches, UTP Cable 3. Printers 4. Interactive White Board 5. Projection System 6. UPS 7. Genset 8. Other equipment

Other consortium documents etc...

In this case, you can follow either of the following methods:

- 1. Convert and combine all the documents **into a single PDF file** after properly sequencing it. (For example, Latest year balance sheet to be placed first and so on...)
- 2. Combine all the documents into a folder after properly naming the documents. **Then zip the entire folder into a .Zip file.** You can now upload the **zip file.** This Zip file should contain all the required documents.

	equired Documents	Code : 3 (Amendment-	1) Bid : Techno-(Commercial
	equired documents of selected bid			
	items found, displaying 31 to 40. rst/Prev] 1, 2, 3, Page No 4, 5 [Next/Last]			
FI	(1, 2, 3, Page 10 4, 5 [NexyLast]			
	Document Name	Uploaded File Name	Attachment Status	Download
*	Certifcate for supply of 1000 desktops in a single order - Certificate certifying that manufacturer has supplied a minimum of 1000 desktops in a single order		Attach	
*	Service Satisfaction certificate for Interactive white board - Service Satisfaction certificate for Interactive white board		Attach	
*	Undertaking for Non Blacklisting - A letter on the bidder letter head - Undertaking that the bidder has not been blacklisted in any State / Central government Department or Agency or PSU		Attach	
*	Sales Tax Registration		Attach	
*	Schedule of delivery		Attach	
*	ISO and relevant Quality Assurance Certificates - Bidder should enclose the ISO and relevant Quality Assurance Certification of the following items: 1. Desktops PC/ Server 2. Ethernet Switches, UTP Cable 3. Printers 4. Interactive White Board 5. Projection System 6. UPS 7. Genset 8. Other equipment	iso and relevant quality assurance certificates.zip	Detach	Download
*	Certificate for supply minimum of 2000 Interactive White Boards in a single order - Certificate certifying that manufacturer must have supplied directly / through authorized distributor or partner minimum 2000 Interactive White Boards through a single order		Attach	
*	VAT Certificate		Attach	
*	Manufacturer's authorization form(s)		Attach	
*	Service Satisfaction Certificate for Generator - Certificate for Service Satisfaction certificate for Generator		Attach	

In the above screen, you can see that the ZIP file uploaded. This Zip file should contain all the relevant documents as mentioned.

You can also download the attached file by clicking on the 'Download' link next to the document as shown:

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	Document Name	Uploaded File Name	Attachment Status	Download
•	Certifcate for supply of 1000 desktops in a single order - Certificate certifying that manufacturer has supplied a minimum of 1000 desktops in a single order		Attach	
	Service Satisfaction certificate for Interactive white board - Service Satisfaction certificate for Interactive white board		Attach	
	Undertaking for Non Blacklisting - A letter on the bidder letter head - Undertaking that the bidder has not been blacklisted in any State / Central government Department or Agency or PSU		Attach	
•	Sales Tax Registration		Attach	
•	Schedule of delivery		Attach	
k	ISO and relevant Quality Assurance Certificates - Bidder should enclose the ISO and relevant Quality Assurance Certification of the following items: 1. Desktops PC/ Server 2. Ethernet Switches, UTP Cable 3. Printers 4. Interactive White Board 5. Projection System 6. UPS 7. Genset 8. Other equipment	iso and relevant quality assurance certificates.zip	Detach	Download
k	Certificate for supply minimum of 2000 Interactive White Boards in a single order - Certificate certifying that manufacturer must have supplied directly / through authorized distributor or partner minimum 2000 Interactive White Boards through a single order		Attach	
ł	VAT Certificate		Attach	
	Manufacturer's authorization form(s)		Attach	
k	Service Satisfaction Certificate for Generator - Certificate for Service Satisfaction certificate for Generator		Attach	
el	lds marked as * are mandatory			

If you wish to detach a particular document in order to upload a newer version, you can do so by clicking on 'Detach' link a shown:

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ĸ	IT RETURN - Copies of Income Tax Returns filed during last 3 financial years		Attach	
*	OEMs eligibility and other documents		Attach	
	Certificate for supply of minimum of 500 Generators in a single order - Certificate certifying that manufacturer has supplied a minimum of 500 Generators in a single order		Attach	
	Certificate for supply of minimum of 2000 Projection Systems in a single order - Certificate certifying that manufacturer has supplied a minimum of 2000 Projection Systems in a single order		Attach	
	Audited annual financial results - Audited annual financial results (balance sheet and profit & loss statement) of the bidder for the last three financial years)		Attach	
*	Bid letter - Bid letter as per Appendix-I		Attach	
	Signed tender document - Bidder shall upload the system generated tender document downloaded from their logns		Attach	
	Service Satisfaction certificate for UPS - Service Satisfaction certificate for UPS		Attach	

The system shall prompt whether you wish to detach the document. Click on OK button to detach.

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	Certificate for supply of minimum of 2000 Projection Systems in a single order - Certificate certifying that manufacturer has supplied a minimum of 2000 Projection Systems in a single order		Attach	
	Audited annual financial results - Audited annual financial results (balance sheet and profit & loss statement) of the bidder for the last three financial years)		Attach	
ĸ	Bid letter - Bid letter as per Appendix-I		Attach	
	Signed tender document - Bidder shall upload the system generated tender document downloaded from their logns		Attach	
	Service Satisfaction certificate for UPS - Service Satisfaction certificate for UPS		Attach	

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	IT RETURN - Copies of Income Tax Returns filed during last 3 financial years	it return - copies of income tax returns filed during last 3 financial years .zip	Detach	Download
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As we can see in the screen below, all the required documents have been uploaded.

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Quoting for Items in Techno-commercial Bid

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¢	Bid letter - Bid letter as per Appendix-I	bid letter - bid letter as per appendix-i .pdf	Detach	Download
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Select	Item Name	♦ Item Code	Quantity	Quoted
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
0	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED	02	591.0000	NO

Please note that this screen shall show **ONLY THOSE ITEMS WHICH YOU HAVE REGISTERED FOR**.

Please go through **Pages 72 and 73 of the Tender document PDF** once again to make sure that all the items under all the zones which you wish to quote for are being displayed on the above screen.

List of all the 12 items is present in Page 72 and 73.

IF YOU DO NOT VIEW ALL 12 ITEMS, PLEASE UPDATE YOUR PROFILE AND ADD THE ITEMS TO YOUR PROFILE.

If any of the items you wish to quote for is missing in your login, please update your profile using the steps mentioned in the document on the following link: User Manual for Vendor Profile Updating.

You can also download the same from User Manuals section on <u>http://sme.sets.co.in</u>

Now you will view a page displaying the list of all 12 items under TurnkeySMEProject category.

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0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
0	ALL ZONES <>ZONE 3 <>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
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0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
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0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED	02	591.0000	NO

These 12 items are classified in the 6 zones as follows:

- 1. Zone 1:
 - i. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 1 of the technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
 - ii. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 2 of technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
- 2. Zone 2:
 - i. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as

per OPTION 1 of the technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer

- ii. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 2 of technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
- 3. Zone 3:
 - i. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 1 of the technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
 - ii. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 2 of technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
- 4. Zone 4:
 - i. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 1 of the technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
 - ii. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 2 of technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
- 5. Zone 5:
 - i. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 1 of the technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
 - ii. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 2 of technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer
- 6. Zone 6:
 - i. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as
per OPTION 1 of the technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer

ii. SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL as per OPTION 2 of technical specifications of Desktop, Shared Computing Device, Monitor, Keyboard, Mouse, Webcam, Headphones and Headphone Sharer

After making sure the above screen contains all the items you wish to quote for, start quoting for each item.

Let us first quote for the item:

ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONINGOF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT ANDPROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)

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0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
٥	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
٢	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED	02	591.0000	NO

To begin quoting, first select on the radio button next to that item, and then click on 'Add Details' button.

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0	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER PUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED CCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.0000	NO

You shall view the next screen as follows. Since no documents are required for this item, click on 'Save and Next' button as shown:

Welcome to e-Tendering - Mozilla Firefox			- 0 ×
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ill Tender			l.
Tender Item Docum	ents		
Tender Hein Docum	CIICS	Code : 3 (Amendment-1) Bid : Techno-Commercial B
Item Documents			
No document required for this item			
No items found.			
Page No 1			
Document Name	Uploaded File Name	Attachment Status	Download
No Details Found.			
Fields marked as * are mandatory			Save and Next Back
			Displaying to Close

You will then again see the screen with the list of items. Here, you can see that the quoted status of the item we just quoted has become **YES**.

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	Add Details	Edit Detai	Clear	Details
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irst/Pre	ev] Page No 1, 2 [Next/Last]			
Select	Item Name	\$ Item Code	Quantity	Quoted
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
0	ALL ZONES <>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES <>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.000	YES
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	02	591.0000	NO
\bigcirc	ALL ZONES AS ZONE 2 ASSUDDLY INSTALLATION AND COMMISSIONING OF COMPLIER HARDWARE. CONNECTED	02	742 0000	NO

Please Note:

- 1. If you wish to quote for any particular zone(s), you are required to quote for BOTH THE OPTIONS under that zone(s).
- 2. For eg: If you wish to quote for Zone 1, you should quote for

"ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONINGOF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT ANDPROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)"

AND

"ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONINGOF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT ANDPROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)" Using the same method, quote for all the items you wish to quote for. (i.e. by selecting each item, then click on 'add details' button, and then 'Save and Next' button.)

If you do not quote for **BOTH options for a particular zone**, your bid may stand to get disqualified.

PLEASE MAKE SURE THAT QUOTED STATUS OF ALL THE ITEMS YOU WANT TO QUOTE FOR HAS BECOME "**YES**"

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	Add Details	Edit Detai	Clea	r Details
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irst/Pre	/] Page No 1, 2 [Next/Last]			
Select	Item Name	↓ Item Code	Quantit	Quoted
	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.000	YES
	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.000	YES
	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.000	YES
	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.000	YES
	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.000	YES
	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.000	YES
	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.000	YES
	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF FOUIPMENT AND PROVISION OF COMPUTER	02	591.000	YES

After quoting for ALL the items you wish to quote, then click on 'Save and Next' button on the screen as shown:

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https://	/sme.sets.co.in/sme/base.action		<u>☆</u>	*
Fill Tender			-	2
Ten	der Item List			
		: 3 Bid : T	echno-Comr	mercial Bid
items i	for selected bid Add Details	Edit Detail	s	Details
12 item	s found, displaying 11 to 12.			
[First/P	rev] 1, Page No 2 [Next/Last]			
Selec	t Item Name 🗘	Item Code [⊕]	Quantity	Quote ¢
	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	02	618.0000	YES
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	02	758.0000	YES
Fields m	arked as * are mandatory			
		Save	And Next	Back
			splaying t	Close

You will then come back to the Tender bids screen with the Filledstatus of Techno-Commercial bid as "**YES**" as shown:

Welcome to e	-Tendering - Mozilla Firefox	Name of Concession, Name of Street,	and internation for	Married State		- 0 - ×
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age No 1						
Select	Bid Name	Filled Status	Su	bmitted Status	Bid Ope	ned Status
)	Techno-Commercial Bid	YES	NO		NO	
)	Price bid	NO	NO		NO	
						Save And Ne:
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We have now completed filling of the Techno-Commercial Bid. We can proceed for filling the Price bid.

Price Bid filling

Now we can proceed to Price bid filling. First click on the radio button next to Price bid and click on 'Fill Bid' button as shown:

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Fill Tender					E
	er Bids ected Tenders				Code : 3 (Amendment-1 Fill Bid Edit Bid Clear Bid
2 items foun Page No 1	d, displaying all ite	ms.			
Select		Bid Name	Filled Status	Submitted Status	Bid Opened Status
0	Techno-Commer	cial Bid	YES	NO	NO
۲	Price bid		NO	NO	NO
					Save And Next
		17			Displaying to Close

You shall then view the following screen. Since no documents are required for Price bid, you can proceed by clicking on 'Save and Next' button.

Fill Tender	5		e e e e e e e e e e e e e e e e e e e
Required Documents			
Required documents of selected bid			Code : 5 (Amendment-1) Bid : Price bid
No document required for this Bid			
No items found.			
Page No 1			
Document Name	Uploaded File Name	Attachment Status	Download
No Details Found.			
Fields marked as * are mandatory			
			Save And Next Back
			Displaying L Close

You will then view a screen showing the list of items as below.

Please note that <mark>you have to quote prices for all those items for which you have quoted in the Techno-Commercial bid.</mark>

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ender			_	
	ler Item List		Code : 3 Bid	: Price
	Quote Item	Edit Que	Clea	r Quote
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Select	Item Name 🗘	Item Code	Quantity	Quote
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
0	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
٢	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
٢	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED	02	591.0000	NO

To quote prices for an item, First click on the radio button next to that item. Then click on 'Quote Item' button as shown:

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٩	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
0	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.0000	NO
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED	02	591.0000	

You will then come to the screen wthere you shall be quoting the price for the selected item.

https://sme.sets.co.in/sm	ne/base.action	
Tender		
Tender Ite		de : 3 (Amendment-1) Bid : Price
Item Code	01	
Description	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	
Unit	ICT LABS	
Quantity	743.0000	
Make *		
		Value
	stallation of hardware equipment in each school with applicable taxes(in Rupees) * puter education, manpower services, maintenance and project management services in each school in Rupees) *	00.0000
Total (in Rupees)		00.0000
		Calculate Next Bac
		Displaying t Close

First, you are required to enter the Make/Brand of the item. You can enter your organization name in this field.

Then enter the following:

- 1. Price of Supply and installation of hardware equipment per school with applicable taxes (in Rupees)
- 2. Price of providing computer education, manpower services, maintenance and project management services per school with applicable taxes (in Rupees)

Then click on 'Calculate' button.

Welcome to e-Tendering	- Mozilla Firefox		×
https://sme.sets.co.in/si	me/base.action	☆	*
l Tender			
Tender Ite		Code : 3 (Amendment-1) Bid	: Price b
Item Code	01		
Description	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)		
Unit	ICT LABS		
Quantity	743.0000		
Make *	test		
		Value	
Price of Supply and in	stallation of hardware equipment in each school with applicable taxes(in Rupees) $ * $	2000000.0000	
Price of providing com with applicable taxes	puter education, manpower services, maintenance and project management services in each school (in Rupees) *	500000.0000	
Total (in Rupees)		2500000.0000	
		Calculate	Back

As we can see, the system calcuates and displays the total amount for that item (Zone 1: Option 2) after adding both of the following rates which you entered:

- 1. Price of Supply and installation of hardware equipment per school with applicable taxes (in Rupees)
- 2. Price of providing computer education, manpower services, maintenance and project management services per school with applicable taxes (in Rupees)

Then click on **'Next'** button to proceed.

You will again view the screen containg the list of items in the price bid. Here, you can see that the status of the item we just quoted for has become **YES**

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https://	sme. sets.co.in /sme/base.action			☆ *
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	Quote Item	Edit Que	Clea	r Quote
2 items	found, displaying 1 to 10.			
irst/Pre	Page No 1, 2 [Next/Last]			
Select	Item Name 🗘	Item Code	Quantity	Quoted
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.000	YES
0	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.0000	NO
0	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0000	NO
0	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.0000	NO
0	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.0000	NO
0	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0000	NO
0	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.0000	NO
	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED	02	591.0000	NO

Please Note:

- **3.** If you wish to quote for any particular zone(s), you are required to quote **for BOTH THE OPTIONS under that zone(s).**
- 4. For eg: If you wish to quote for Zone 1, you should quote for

"ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONINGOF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT ANDPROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)"

AND

"ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONINGOF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT ANDPROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)" Using the same method, quote for all the items you wish to quote for (i.e. by selecting each item, then click on 'add details' button, and then 'Save and Next' button.)

PLEASE MAKE SURE THAT QUOTED STATUS OF ALL THE ITEMS YOU WANT TO QUOTE FOR HAS BECOME **YES**

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2 items f	ound, displaying 1 to 10.			
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Select	Item Name	item Code	Quantity	Quote
	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.000	YES
	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	591.000	YES
	ALL ZONES<>ZONE 3<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.000	YES
	ALL ZONES<>ZONE 4<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	547.000	YES
	ALL ZONES<>ZONE 5<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	618.000	YES
	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.000	YES
	ALL ZONES<>ZONE 1<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	02	743.000	YES
	ALL ZONES<>ZONE 2<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER	02	591.000	YES

Then click on 'Save and Next' button to proceed to tender submission.

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	ALL ZONES<>ZONE 6<>SUPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, MAINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	02	758.0000	YES
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You will then view the following screen. As shown, the Filled status of the Price Bid has become "YES".

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	Price bid	YES	NO	NO
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Then click on 'Save and Next' button to proceed

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	Techno-Commercial Bid	YES	NO	NO
	Price bid	YES	NO	NO
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EMD Payment step

After successfully filling both Techno-Commercial and Price bids, the next step is to make payment of EMD.

After clicking on 'Save and Next' button in the screen on the previous page, you will view the following screen. Click on 'Pay EMD' button on the screen as shown:

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Item Name	Item Code	Quantity
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JPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, AINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 2)	01	743.0
JPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, AINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	758.0
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JPPLY, INSTALLATION AND COMMISSIONING OF COMPUTER HARDWARE, CONNECTED ACCESSORIES, SOFTWARE PROVIDED BY OKCL, AINTENANCE OF EQUIPMENT AND PROVISION OF COMPUTER EDUCATION SERVICES PER SCHOOL (OPTION 1)	01	743.0
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You will then view the next screen as follows.

First select Unit name as 'Odisha Knowledge Corporation Ltd.'

Then select the mode of payment as:

1. Bank Guarantee

Welcome to e-Tendering - Mo:	zilla Firefox	
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Unit Name *	ODISHA KNOWLEDGE CORPORATION LTD	
Payment Details		
Payment Mode *	Select	
	Select Online	
	Bank Garantee	Save And Next Back
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1. EMD payment via Bank Guarantee

First select Unit name as 'Odisha Knowledge Corporation Ltd.'

Then Select 'Bank Guarantee' from the drop-down.

In the Amount field, you are required to enter the amount of EMD that is applicable to you based on the number of schools in the zone(s) are you quoting.

The details of the Zone-wise EMD amount applicable are as follows:

Zone Number	Districts in Zone	Number of schools (Labs)	EMD (in Rs.)
Zone-1	CENTRAL ZONE: BALASORE, BHADRAK, MAYURBHANJA, KENDRAPARA, JAGATSINGHPUR, JAJPUR	450	80,00,000/-
Zone-2	CENTRAL ZONE: CUTTACK, KHORDHA, NAYAGARH, PURI	232	40,00,000/-
Zone-3	NORTHERN ZONE: BARGARH, DEOGARH, JHARSUGUDA, KEONJHAR, SAMBALPUR	231	40,00,000/-
Zone-4	NORTHERN ZONE: ANGUL, BOLANGIR, DHENKANAL, SONEPUR, SUNDERGARH	296	60,00,000/-
Zone-5	SOUTHERN ZONE: KALAHANDI, KORAPUT, MALKANGIRI,NABARANGPUR,NUAPADA,RAYAGA DA	466	80,00,000/-
Zone-6	SOUTHERN ZONE: RAYAGADA, BOUDH, GAJAPATI, GANJAM, KANDHAMAL	325	60,00,000/-

You can also refer to the same on the <u>http://sme.sets.co.in</u> on **EMD and Pre Bid meeting details** link.

The amount of EMD that you have to pay depends on the number of Zones you are quoting for.

- 1. If you wish to bid for Zone 1, you shall have to pay an EMD amount of Rs.80,00,000/-
- 2. If you wish to bid **for both Zone 1 and 2**, you shall have to pay an EMD amount of Rs.80,00,000 + Rs. 40,00,000 = **Rs.1,20,00,000/-**
- 3. If you wish to bid for Zone 1, and 2 and 3, you shall have to pay an EMD amount of Rs.80,00,000 + Rs. 40,00,000 + Rs. 40,00,000 = R**s.1,60,00,000/-**

And so on...

For example, say we are quoting for all 6 zones, the EMD amount we have to pay is **Rs. 3,60,00,000/-**

Enter all the required details about the Bank Guarantee (BG).

In the amount field, you have to enter the EMD amount to Rs. 3,60,00,000/- if you are quoting for ALL Zones or the respective EMD amount for the zone(s) you are quoting for.

Upload the soft copy of the BG document using the browse and upload buttons.

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Bank Name *	State Bank of India		
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Then click on 'Save and Next' button to proceed.

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You cannot proceed further till your BG document and the EMD amount mentioned is approved by OMSM/OKCL officials.

Now, if you click on 'Save and Next', the system will display a message saying "Your EMD is not Approved', if the receipt of the DD is not yet approved from OMSM/OKCL's side.

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After the BG and EMD amount is approved from OMSM/OKCL's side, you can proceed to tender submission.

After approval from OMSM/OKCL's side, when you again go the EMD payment page, you will view the MRN (receipt number) on the screen as shown. This means that your EMD payment is approved and you can proceed to tender submission.

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Tender Submission

After payment of the EMD, the next step is submission of the tender. Click on 'Save and Next' button to proceed. You shall then view the following screen:

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Select	Bid Name	Filled Status	Submitted Status	Bid Opened Status
0	Techno-Commercial Bid	YES	NO	NO
0	Price bid	YES	NO	NO

Here, we are required to submit both bids one by one i.e.

- 1. Techno-commercial Bid and
- 2. Price Bid.

First, we shall submit the Techno-Commercial Bid.

Click on the radio button next to Techno-commercial Bid, and then click on 'Submit Bid' button.

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The system shall start generation of the PDF file of the **duly filled up techno-commercial bid.**

After the file has been generated, you will view the next screen as follows.

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Shift Delivery Period Payment Others	ssion of the bids. Ensure that Tender status is changed to SUBMITTED	Submit Bid Cancel	

In this step, download the PDF by clicking on 'Download' button and save the PDF file to your computer.

(Since the number of documents uploaded is large, the PDF may take some time to get downloaded. You are requested to wait till the complete PDF gets downloaded.)

You are required to digitally sign this PDF document without renaming it and then upload the digitally signed PDF.

You can download the digital signature utility from <u>http://sme.sets.co.in/</u> or directly using the link <u>Download Secure Sign / Digital Signature Utility</u>

Please Note:

- 1. Do not change file name of the PDF. After digitally signing the PDF, the extension shall get changed to **.sig format.**
- 2. For example, if file downloaded to the machine was: FILE12000VETNBD19TS1362300314536.pdf
- 3. After digitally signing this file, the file shall get updated to the extension .sig as **FILE12000VETNBD19TS1362300314536.pdf.sig**
- 4. You are required to upload the file: **FILE12000VETNBD19TS1362300314536.pdf.sig** back into the system.

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		1	Technical Competer the technical compe	nce Letter (Letter on the bidder letter head - Describing tence and experience of the bidder)	P			
		2	The profile of the bid the format given in A	der as per Appendix VI (The profile of the bidder as pe Appendix VI)	r 🦻			
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		5	Certificate for supply (Certificate certifying Generators in a sing	y of minimum of 500 Generators in a single order g that manufacturer has supplied a minimum of 500 gle order)	P			
		6	order (Certificate ce	y of minimum of 2000 Projection Systems in a single prtifying that manufacturer has supplied a minimum of tems in a single order)	P			
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You can view the downloaded Techno-Commercial Bid PDF which you have filled.

You can download and view each document you had uploaded by double clicking on the yellow pin up icon as shown.

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After digitally signing the Techno-Commercial Bid PDF, browse and upload the .sig file.

After browsing the digitally signed file, click on 'Upload' button to upload the digitally signed file.

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Then, on the next screen we can see that the Submitted Status of the Techno-Commercial bid has become "**YES**"

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Select	Bid Name	Filled Status	Submitted Status	Bid Opened Status
0	Techno-Commercial Bid	YES	YES	NO
0	Price bid	YES	NO	NO

Then you shall also receive a system generated email which is a confirmation that your Techno-Commercial bid has been successfully submitted.

You can also view this email in your personalized inbox provided in your login in the eTendering system. You can access the same by clicking on 'Inbox' link under Inbox folder on the left hand side Pane as shown. Double click on the subject row to view the Contents of the mail or click on 'View Contents' button.



The email shall appear as follows:

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	12-Apr-2013 06:55:34 PM	^
	From: ODISHA KNOWLEDGE CORPORATION LTD., Address: Odisha Knowledge Corporation Ltd. (OKCL) HIG-4, 3rd Floor, Jayadev Vihar, Infront of Pal Heights, Bhuvaneshwar, Odisha 751013. Tel No. : 0674 - 2301584 / 2301594 Phone: +91-0674-2301584 omsm@okcl.org	
	To, M/S. OKCL, BBSR Bhubaneswar md@okcl.org	E
	<u>Sub: Submission of the Techno-Commercial Bid</u> Dear Sir/Madam,	
	You have successfully submitted the Techno-Commercial Bid.Below are the details:	
	Tender Details	
	Tender Code:3 Amendment No. 1	
	Description : Invitation for Technical and Commercial Bids for Supply, Installation and Commissioning of Computer Hardware, Connected Accessories, Software provided by OKCL, Maintenance of Equipment and Provision of Computer Education Services in 4000 Government and Government Aided High Schools of Odisha on BOOT model under ICT@School Project	
	Bid Name:Techno-Commercial Bid	
	Your Techno-Commercial Bid Status: SUBMITTED	
		-
	Line for Page 1of 1 Line 「アドトロ」 日本 Disp	laying top Close

Using the same procedure, we can now go ahead with submisson of Price Bid. i.e. first click on Radio button next to 'Price Bid', and then 'Submit bid' button.

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0	Techno-Commercial Bid	YES	YES	NO
۲	Price bid	YES	NO	NO

Then the system shall generate the PDF of the filled up Price Bid.

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After saving the generated PDF file, digitally sign the PDF document WITHOUT RENAMING it and then upload the digitally signed document (with .sig file extension) using the same process as followed for Techno-Commercial Bid.

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Delivery Period Payment Others	Open 😽 Cancel
Click on Finish button post submission of the bids. I	Insure that Tender status is changed to SUBMITTED

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After successful submission, the Submitted status of the Price bid shall become "YES"

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Thus, we can see that the submitted status of both the bids i.e. Techno-Commercial Bid and Price Bid has become **YES**.

Similar to Techno-commercial bid, you shall again receive a system generated eMail acknowledging the successful submission of price bid which you can view in your inbox using the same method as that for viewing Techno-commercial bid submission email.

This means that both the bids are successfully submitted.

You can then click on 'Close' button to close the window.

On the Tender filling grid, we can now see that the Tender Status has become "SUBMITTED", which means the tender submission was successful.

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Thank you.