TENDER INPUT FORM

(A) Basic details:

1	**Tender Reference No. ***	
2	**Tender Type ***	☐Open ☐Limited ☐EOI ☐Auction ☐Single
3	**Form of Contract ***	☐Piece Work ☐Lump-sum ☐Multi Stage ☐ Supply ☐Fixed Rate ☐ Turn-key ☐Buy ☐Works ☐ Sale
4	**No. of Covers ***	☐ 1 ☐ 2 ☐ 3 ☐ 4
5	**Tender Category ***	☐Goods ☐ Works ☐ Services
	Account Type Head *	☐ State Government Funder ☐ Central Government Funded ☐ Others
6	**No of Bid Openers**	☐ 2 of 2
7	**Payment Mode ***	☐Offline ☐Online
7 (a)	**If Offline :**	**Instruments :** ☐SS-Small Savings Instrument ☐BG-Bank Guarantee ☐BC-Bankers Cheque ☐DD-Demand Draft

(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**	
4	**4 Covers**	**(a) Fee** **(b) Prequal** **(c) Technical** **(d) Financial**	

Government e-Procurement System
Tender Input Form-CPPP
(for ePublishing)

(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 *	☐ civil works ☐ electrical works ☐ Fleet Management ☐ Computer Systems
5	Product Sub Category	
6	Contract Type *	☐ Tender ☐ Empanelment
7	Tender Value *	☐ INR ☐ US ☐ EUR Error! Not a valid bookmark self-reference.
8	Bid Validity days * If other, specify	☐ 120 ☐ 90 ☐ 60 ☐ 30 Error! Not a valid bookmark self-reference.
9	Completion Period in months	
10	Location (Work/services/items) *	
11	Pin code	
12	Pre Bid Meeting *	○ Yes ○ 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 *	☐ A ☐ B ☐ C ☐ D ☐ E ☐ I ☐ II ☐ III ☐ IV ☐ V ☐ Others
15	Inviting Officer *	
16	Inviting Officer Address * Phone/email:	

(E) Fee Details:

Government e-Procurement System
Tender Input Form-CPPP
(for ePublishing)

1	**TENDER CHARGES:**	
1 (a)	**Tender Fee**	
1 (b)	**Processing Fee**	
1 (c)	**Surcharges**	
1 (d)	**Other Charges**	
1 (e)	**Tender Charges Payable To ***	
1 (f)	**Tender Charges Payable At ***	
2	**EMD FEE DETAILS:**	
2 (a)	**EMD Fee**	○ Fixed ○ Percentage
2 (b)	**If EMD Fee is Fixed EMD Amount:**	**If EMD Fee is Percentage EMD Percentage (%):**
2 (c)	**EMD Exemption Allowed**	○ Full ○ Partial ⦿ None
2 (d)	**If EMD Exemption Allowed is Partial, EMD Exemption Percentage %**	
2 (e)	**EMD Fee Payable To ***	
2 (f)	**EMD Fee Payable At ***	

(F) CRITICAL DATES:

		DD	MM	YYYY	Hrs	Mins
1	**Publishing Date**					
2	**Document Sale Start Date**					
3	**Document Sale End Date**					
4	**Seek Clarification Start Date**					
5	**Seek Clarification End Date**					
6	**Pre Bid Meeting Date**					
7	**Bid Submission Start Date**					
8	**Bid Submission End Date**					
9	**Bid Opening Date**					

Government e-Procurement System
Tender Input Form-CPPP
(for ePublishing)

(G) UPLOADING THE TENDER DOCUMENTS;(ONLY PDF,JPG,XLS & RAR FILES ALLOWED)

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

Prepared by: **Approved by:**

Name/Designation   **Name/Designation**

Date of updation:

Seal of the Office of the TIA: