



A Govt. of India Enterprise
Touching Lives, adding value
Core-1, SCOPE Complex, 7, Institutional Area, Lodi Road
New Delhi – 110 003 (India)

TENDER INVITING BIDS FROM INTERNATIONALLY REPUTED INDEPENDENT INSPECTION AGENCIES/ SURVEYORS FOR INSPECTION OF MAIZE AT OVERSEAS LOADPORTS

E-TENDER NO. MMTC/AGRO/LOADPORT/2019-20/1

Dated 15th April 2019

Issue Date	15th April 2019		
Closing Time/Date	1100 hrs (IST)	on	7th May 19
Opening Time/Date (Opening of Technical Bid)	1130 hrs (IST)	on	7th May 19
Opening Time/Date (Opening of Charges/ Rates quoted by qualifying applicants)	To be announced		

MMTC Limited imports various agro products into India from different countries. MMTC imports large quantities of pulses, edible oil, maize, etc from various ports across globe in different countries into different ports in India.

MMTC intends to select Internationally Reputed Independent Inspection Agencies/ Surveyors for undertaking Loadport Survey, Inspection and Analysis of Yellow Maize(Non GM) in bulk loads at various loadports all over the world.

The tender document can be obtained from the Agro Division MMTC LIMITED, SCOPE COMPLEX, LODHI ROAD, NEW DELHI, INDIA on written request on the letter head of the company and can also be downloaded from MMTC website www.mmtclimited.gov.in or www.mmtc.absprocure.com or eprocure.gov.in Corrigendum/ Addendum, if any shall be published only on these websites. Detailed terms and conditions shall be as per the document terms which are integral part of this tender.

MMTC hereby invites applications on companies' letterhead through electronic (e-procurement) mode on website <https://mmtc.abcprocure.com> on following terms and conditions:-

1	SCOPE OF WORK	<p>a) The scope of work shall include determination of Quality/ Quantity, conducting Draft Survey Inspection, providing daily loading reports, sampling, quality testing/analysis, providing relevant Quality/ Quantity/ other Certificates as requested by MMTC and/or specified in MMTC's purchase contracts of agro products, in bulk and/or in container loads, to be loaded at various loadports all over the world, as and when imported by MMTC.</p> <p>b) The inspection agent should supervise and ensure that the Agro products being loaded conform to the specifications and analytical procedure stipulated in purchase contracts entered into between MMTC and the suppliers.</p> <p>c) In addition to various jobs and responsibilities of Loadport Inspection agencies as defined in MMTC's TENDER document and/or purchase order/contracts, Illustrative scope of work is as per Annexure I.</p> <p>d) Successful/nominated agency has to ensure completion of all jobs/scope of work as per MMTC's TENDER/purchase orders from time to time and shall not be limited to details provided in Annexure I.</p> <p>e) The Surveyors will be required to provide following information at various stages during the course of shipment as follows:-</p> <ol style="list-style-type: none"> i. Surveyors shall keep track of the nominated vessel and shall apprise MMTC of its voyage prior to reaching the nominated load port, to intimate MMTC on the arrival of the vessel at loadports, NOR tendered, NOR accepted, loading commenced, draft survey, loading status, stoppages, departure of the vessel, etc. on daily basis. ii. Before the vessel takes berth, name of inspectors who will conduct the inspection and condition of the hatches/tanks/containers and cleanliness of holds etc. shall be indicated. iii. Surveyors are required to provide daily report on loading status, disruptions in loading along with its duration and reasons for the same. iv. Quantity of agro cargo actually loaded on the ship along with certification that the inspectors are present at time of determining weight by draft survey/weight bridge. v. System of loading the cargo (by conveyors / grabs/ barges, etc.). vi. Weather conditions prevailing at the time of loading to be informed from time to time. vii. Physical condition and colour of the cargo.
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		<p>viii. During the course of loading, if any development such as rain/snow fall, admixture of foreign material, etc. takes place which is likely to affect the quality & weight of the cargo, the same should be notified promptly to MMTC.</p> <p>ix. In case of stoppage in loading due to unforeseen events, whether the supplier took adequate steps to protect the cargo at the time of loading and after loading and to minimize the losses.</p> <p>x. On completion of loading of the vessel, total weight as determined by draft survey is to be given. The inspector should also confirm that trimming (for bulk cargo) is not done by use of bull-dozers.</p> <p>xi. After analysis of samples, inspectors should indicate the specifications of material and whether it is in conformity with contractual specifications. Any deviation should be clearly brought out and to be intimated to MMTC at once. Name of the Laboratory where analysis is conducted should be mentioned.</p> <p>xii. Confirmation that representative sample were taken and submitted to laboratory.</p>
2	CARGO	Bulk/ Containerized
3	SPECIFICATIONS	As per Govt. regulation etc . OR As provided by MMTC.
4	METHODS OF ANALYSIS	Inspection Agency to specify the product wise method of inspection/ analysis used by them for agro commodities.
5	QUALIFICATION	<p>The applicant should be :</p> <p>a) Full time Member of GAFTA and International Federation of Inspection Agency (IFIA).</p> <p>b) Having laboratories and offices in major Maize exporting countries.</p> <p>c) All the laboratories must be fully accredited (local standards + ISO 17025) by concerned Accreditation associations/bodies in respective countries.</p> <p>The applicants must have satisfactorily handled at least 5 lakh MTs of Pulses, grain, maize and other agro products put together for survey and quality inspection activities at loadport of major exporting countries during last 3 years.</p>

		<p>d) The applicant/agency should not have been blacklisted/banned for participation in any Empanelment/Tender intended by Government or by any Government Undertaking in India for inspection of Agro commodities at loadports. The supplier shall have to submit an UNDERTAKING to this effect at the time of application for pre-qualification. In case of submission of false declaration (found at any stage), such supplier shall be disqualified.</p> <p>Applicants have to submit documentary evidence in support of all above.</p>
6	BID SECURITY	<p>Applicants shall submit Bid money of Rs. 50,000/- (Rupees Fifty Thousand only) through Demand Draft/RTGS in MMTC Account as per the Bank details mentioned here.</p> <p>The Bid money shall be converted into a Performance Guarantee amount on award of the contract and shall remain with MMTC for 12 months from the date of commencement of the contract.</p> <p>MMTC ACCOUNT NO. 10813608375 OF MMTC LIMITED (STATE BANK OF INDIA, CAG, NEW DELHI, SWIFT: SBININBB824 IFSC CODE: SBIN0017313</p> <p>Copy of documentary proof of remittance of Rs. 50,000/- (Rupees Fifty Thousand only) to MMTC's Bank account is to be submitted in physical mode along with the Pre-qualification Bid.</p>
7	DETAILS/DOCUMENTS TO BE SUBMITTED AS PER ANNEXURE II	<p>a) Copy of recent active membership of International Federation of Inspection Agency (IFIA).</p> <p>b) Credit rating certificate from D&B/S&P/Moody's</p> <p>c) Letter of Authority in favour of local agents (as per Annexure-IV) on Principal foreign company's letter head, duly signed and stamped by the 'Authorised Representative (AR)' of the Principal foreign company, including attestation of local agent's signatures by the Principals.</p>

		<p>d) Board’s Resolution/Letter of Authorisation on Principal foreign company/firm’s letter head duly authorising the ‘Authorised Representative (AR)’.</p> <p>e) Copy of documentary proof of remittance of Rs. 50,000/- towards Bid Security as per Point No.6 above.</p> <p>f) Company’s website mentioning countries along with name of ports where the company’s own office and laboratories are located including the telephone no fax no.</p> <p>g) Details of Agro Commodities inspection and quality analysis laboratories and their locations for each port for which services are being offered.</p> <p>h) Details of draft survey, quantity and quality inspection activities carried out at various loadports of various major exporting countries of Agri Commodities during last 3 years along with supporting documents.</p> <p>i) Details of corporate clients for whom inspection services are being carried out on regular basis along with supporting documents.</p> <p>j) Details/names of Accreditation associations/ bodies and the countries from whom accreditation certificates for laboratories have been obtained along with copies of respective Accreditation Certificates.</p> <p>k) Audited annual accounts and balance sheets for last three years.</p> <p>l) Copy of Tax Residential Certificate (TRCs) issued by Tax Authority of respective country and a certificate on disclosure about the existence of permanent establishment of organization in India, if any, is required to be submitted. This certificate is required in pursuance of the terms of double taxation avoidance agreement.</p> <p>m) Indian PAN no. (if any).</p> <p>n) Undertaking on not being blacklisted by any public sector undertaking or any similar institution of Government of India, If yes, the details.</p> <p>o) Acceptance to all the terms and conditions of this Notice by way of signing and stamping on each page.</p>
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8	INSPECTION CHARGES/RATES AS PER ANNEXURE-III	<p>a) Selection shall be done only of those applicant(s) who would quote lowest rates for each item.</p> <p>b) The rates are to be quoted in US\$ (Cents) per metric tonne (all inclusive) as per format at Annexure III.</p> <p>c) The price bids are to be uploaded on https://mmtc.abcpocure.com. Details for E-tender are provided in Annexure-VI</p>
9	VALIDITY OF APPLICATIONS AND OFFERED CHARGES/RATES	Applications and offered charges/rates to be kept valid till 1730 hours IST of 31st May 2019 for acceptance failing which they may be liable for rejection.
10	TERM OF AGREEMENT	one year from date of acceptance of prices. Extension by one year after expiry of one year at sole discretion of MMTC.
11	PAYMENT	Payment of inspection charges will be made by MMTC after presentation of requisite documents viz. Invoices in triplicate along with various certificates including Certificate of Quality, Certificate of Quantity, Certificate of Inspection and Weight, Certificate of Cleanliness of holds, Loadport Draft Survey Report etc. Applicable taxes shall be deducted before making the payment.
12	ARBITRATION CLAUSE	Any dispute or difference in respect of any matter relating to or arising out of the Contract, if the same is not resolved amicably, will be settled at New Delhi by the Arbitration in accordance with the Rules of Arbitration of Indian Council of Arbitration, Delhi and the award made in pursuance thereof shall be final and binding on the parties. Indian laws will apply. The venue of the Arbitration will be New Delhi. The language of arbitration shall be English only.
13	Jurisdiction	The parties hereto agree that any matter of issue arising hereunder or any dispute hereunder shall be subject to the exclusive jurisdiction of courts of Delhi only.
14	HOLIDAY LISTING	Notwithstanding anything contained in this agreement, MMTC's policy for Holiday-Listing of an Agency mutatis mutandis applies to this agreement and in the event, the agency(s) while discharging its obligations under the Agreement or otherwise, come(s) within the ambit of the said policy, MMTC at its sole discretion reserves the right to suspend/discontinue dealings or take any curative

		measures with agency (s) in accordance with the policy in force.
15	Fraud Prevention Policy	<p>The Bidder shall be bound to take all measures necessary to prevent Fraud and Corruption while dealing with MMTC. They agree and undertake to observe the principles/provisions as laid down in “Fraud Prevention Policy” of MMTC (full text of which is available on MMTC’s website at http://mmtclimited.gov.in during their participation in the tender process, during the execution of contract and in any other transaction with MMTC.</p> <ul style="list-style-type: none"> a) The Bidder(s) shall not, directly or through any other person or firm offer, promise or give or otherwise allow any of MMTC’s employee(s) any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind, whatsoever, during the tender process or during the execution of the Contract. b) The Bidder(s) shall not enter with other bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process. c) The Bidder(s) shall not commit or allow any employee of MMTC to commit any offence under the relevant provisions of IPC/Prevention of Corruption Act; further the Bidder(s) will not use improperly or allow any employee of MMTC, for purpose of competition or personal gain or pass on to others any information or document provided by MMTC as part of the business relationship, including information contained or transmitted electronically. d) The Bidder(s) shall not instigate third person to commit offences/activities outlined in Fraud Prevention Policy or be an accessory to such offences. e) The Bidder(s) if in possession of any information regarding fraud/suspected fraud, hereby agree and undertake to inform MMTC of same without any delay.

16	SUBMISSION OF APPLICATIONS	a) The applications are required to be submitted in TWO BID SYSTEM consisting of documents required for Pre-qualification bid and Inspection charges/rates in electronic mode through e- Procurement Portal of https://mmtc.abcpurchase.com failing which offer is liable to be rejected at sole discretion MMTC.
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Scanned copy (in pdf format) of Covering letter, (as per Annexure -II) only on bidder's letter head shall be submitted electronically as **Pre- qualification Bid**.

Scanned copy (in pdf format) of **Inspection charges/rates** (as per Annexure-III) has to be mandatorily submitted in electronic mode

The Pre-qualification bid application (Annexure-II along with its enclosures duly filled in, signed & stamped) have to be submitted by bidder in physical mode also.

Sealed envelope superscribed with Reference No. & Date, Name & address of Applicant and Date of opening have to be deposited in tender box before closing time and date.

- b) Applications are to be submitted on your company's letter-head. Documents to be signed by authorized representative of principal company. In case documents are signed by an authorized agent, the letter of authority (strictly as per enclosed proforma at Annexure IV) has to be submitted along with the application.
- c) Applications addressed to the GM (Marketing), Agro Division in sealed cover are to be deposited in the tender box kept at the following address:

MMTC LIMITED, AGRO DIVISION, 3rd FLOOR, CORE-1, SCOPE COMPLEX, LODHI ROAD, NEW DELHI,110003

- d) Offers deficient / incomplete / conditional / received late and/or not accompanied by Copy of documentary proof of remittance of Rs. 50,000/- towards Bid Security or not in conformity with TENDER conditions are liable to be summarily rejected. MMTC reserves the right without assigning any reason to accept or reject any offer including the lowest offer. MMTC is not bound to accept the lowest offer.

14	LAST DATE OF SUBMISSION OF APPLICATIONS	The last date of submission of applications is 1100 hours IST of 07th May 2019
15	GENERAL TERMS	<ul style="list-style-type: none"> a) MMTC reserves the right to reject the offer or any portion thereof or to accept any portion of the application and to appoint more than one inspection agency in each country/port without assigning any reason. b) Incomplete applications are liable to be rejected. c) MMTC does not commit for any assured business and it shall be at MMTC's discretion to appoint for a given assignment any Inspection agency at any/all loadport(s). d) TDS/Withholding tax shall be deducted as per statutory requirement.
16	INSTRUCTIONS TO BIDDERS	<ul style="list-style-type: none"> a) Bids on company's letter head have to be mandatorily submitted in electronic mode only through e-Procurement Portal https://mmtc.abcpocure.com b) For submission of bids electronically, bidders are required to get themselves registered with eprocure.gov.in website using Class III Digital Signature Certificate and must comply with NIC Terms and Conditions. c) Covering letter only on bidder's letter head (as per Annexure II) shall be submitted electronically as Pre-qualification bid. Pre-qualification bid along with Original Covering Letter on company's letter head along with other required documents, viz Pre-qualification bid as per Annexure-II, Bid Security, Support Document, complete set of TENDER document duly signed and stamped on each page as a token of acceptance of all terms and conditions plus other required documents as per S.No. 7 of tender must reach MMTC in Physical form in a sealed envelope. This envelope/ Pre-qualification bid has to be submitted in the tender box before closing date and time of bid submission. This envelope should be superscribed with Reference No. & date, Name & address of Applicant and Date of tender opening. No oral, telephonic, fax, telegraphic or email offers will be entertained. e) Applicants are advised in their own interest to submit the online bids well before the bid submission end date & time. MMTC will not be responsible for any delay or the difficulties encountered during the submission of bids at the last hour due to any technical or other problems.

ANNEXURE - I

DUTIES AND RESPONSIBILITIES OF INSPECTION AGENCIES

1. As and when required, Inspection agencies will carry out pre shipment inspection at the overseas loadports with a view to ensure that material offered for shipment is as per specifications stipulated in the purchase contracts entered into between MMTC and the suppliers.
2. Prior to commencement of loading, inspectors will inspect hatches, holds and the hatch covers to determine the suitability of vessel for carrying Maize.
3. The inspectors should ensure that proper fumigation has been carried out and the material is of latest crop year.
4. The inspector will be present throughout loading period. Samples to be drawn as per procedures from time to time and/or purchase contracts entered into between MMTC and the suppliers.
5. All sub lot samples should be thoroughly mixed and riffled to make a composite sample for the analysis. Part of the composite sample should be forwarded to MMTC/agency nominated by MMTC for records.
6. The sample will be analysed as per the International standard methods prescribed in the Purchase Contracts of MMTC.
7. For Bulk shipment, the weight of the cargo shall be determined through draft survey in association with the master of the vessel. The name of the agency conducting draft survey should be indicated. For bagged/containerized cargo, method of determining weight to be clearly spelt out in report.

8. **DISTRIBUTION OF OFFICIAL SAMPLES**

The official sample obtained may be divided into 4 equal parts one part each by means of riffling that package of agri products obtained from all increments. One of the 4 parts is for analysis by the inspection agency, one to be made available to the seller upon request, and of the remaining 2 such parts one shall be retained by the inspection agency for a minimum period of 6 months for possible use by a reference chemist and one part ,if required, is to be forwarded to MMTC/agency nominated by MMTC.

9. **ANALYSIS OF SAMPLES**

The official sample obtained shall be analysed based on analytical method specified in the contract between buyers and the sellers. The results of analysis shall be made available promptly to the buyers and all others concerned including suppliers for negotiating documents through Bank. Analysis should be done by the inspection agency in their own Laboratory by qualified chemists.

10. **REPORT AND CERTIFICATION**

Upon collection of analysis of the material for each shipment, certificate of inspection shall be issued by the Inspection Agency to the buyers and sellers. The inspection agency shall ensure that the

certificates are made available promptly by in any case not later than a period of 7 days from the date of sailing.

PRE-QUALIFICATION APPLICATION - COVERING LETTER FORMAT
(ON APPLICANT'S LETTER-HEAD)

REF. NO. : MMTC/AGRO/LOADPORT/2019-20/1 dated -----

Appl. Ref. No. _____

Date _____

To,
Chief General Manager,
Agro Division, Core-1, SCOPE Complex,
7 Institutional Area, Lodhi Road,
New Delhi, 110003, India

SUBJECT- Submission of Bid against Notice Ref. no. MMTC/AGRO/LOADPORT/2019-20/1 dated -----

Dear Sir,

We here by provide our details alongwith the documents mentioned at serial no. 8 of your Notice Ref. no. **MMTC/AGRO/LOADPORT/2019-20/1 dated** -for your consideration:-

- 1) Name of Applicant : _____
Address : _____
Contact Person Name : _____
Telephone No: _____; Fax No. _____; E-mail ID: _____
- 2) Name of the authorised Local agent : _____
Address : _____
Telephone No: _____; Fax No. _____; E-mail ID: _____
- 3) Details of countries along with name of ports where laboratories/offices are present and for which services are being offered (please enclose supporting documents):

- 4) Details of agri commodities inspection and quality analysis laboratories, their locations for each port for which services are being offered (please enclose supporting documents):

5) Details of draft survey, quantity and quality inspection activities carried out for Agri Commodities at various loadports of various major exporting countries of Agri Commodities during last 3 years (please enclose supporting documents):

6) Details of corporate clients for whom inspection services are being carried out on regular basis (please enclose supporting documents):

7) ~~Details/names of Accreditation associations/ bodies and the countries from whom accreditation certificates for laboratories have been obtained (please enclose copies of all respective certificates):~~

8) ~~Letter of Authority (as per Annexure-IV) on principal foreign company's letter head, duly signed and stamped by the Authorised Representative (AR) of the principal foreign company in favour of local agent enclosed: Y/N~~

9) Board's Resolution/Letter of Authorisation on principal foreign company/firm's letter head duly authorising the AR enclosed : Y/N

10) Copy of documentary proof of remittance of Rs. 50,000/- towards Bid Security as per Point No.7 enclosed: Y/N

11) Validity of Application: Upto 1730 hrs IST of -----

12) Audited annual accounts and balance sheets for last three years enclosed: Y/N

13) Copy of Tax Residential Certificate (TRCs) enclosed: Y/N

14) Indian PAN no. (if any):

- 15) Undertaking on not being blacklisted/ banned by Government or by any Government Undertaking in India for inspection of Commodities at loadports as per Annexure-V enclosed: Y/N
- 16) Acceptance to the terms and conditions of MMTC's tender (each page duly signed and stamped) enclosed: Y/N
- 17) Deviations from MMTC's Terms & Conditions, if any :

(Applications with deviations are liable to be rejected at sole discretion of MMTC)

We certify that we would adhere to Anti-Fraud Policy of MMTC and not indulge or allow anybody else working in the Corporation to indulge in fraudulent activities and would immediately apprise the Corporation of the fraud/suspected fraud as soon as it comes to our notice. In case of failure to do so, the Corporation may debar them for future transactions.

We have carefully gone through all the terms and conditions of the tender documents and hereby agree to abide by the same without any condition/deviation.

Name & Signature of the Applicant
With Seal of Designation

Encl: a/a

Place:

Date:

Note- This letter shall be submitted through electronic mode or Physical mode as a part of Pre-qualification bid in Tender Box in MMTC's Office before closing date & time.

ANNEXURE – III

FORMAT FOR QUOTING INSPECTION CHARGES/ RATES AT LOADPORTS
(ON APPLICANT'S LETTER-HEAD)

REF. NO. : MMTC/Agro/LOADPORT/2019-20/1 dated -----

Appl. Ref. No. _____

Date _____

1) Name of Applicant : _____
Address : _____

Contact Person Name : _____
Telephone No: _____; Fax No. _____; e-mail ID: _____

2) Name of the authorised Local agent : _____
Address : _____

Telephone No: _____; Fax No. _____; e-mail ID: _____

3) Charges/ Rates for carrying out Inspection at loadports:

S.No.	Item	Rates per MT in USD (all inclusive)
		Loose in Bulk / Vessel Load
1	Yellow Maize (Non GMO)	

Name & Signature of the Applicant

Company Seal

With Seal of Designation

Place:

Date:

Note- This letter shall be submitted through electronic mode only.

**(To be given on Principal
foreign company's Letter Head)**

Appl. Ref. No. _____

ANNEXURE-IV

Date _____

To
Chief General Manager,
Agro Division, Core-1, SCOPE Complex,
7 Institutional Area, Lodhi Road,
New Delhi, 110003, India

Re: LETTER OF AUTHORITY

REF. NO. : MMTC/Agro/LOADPORT/2019-20/1 dated -----

Dear Sir,

We _____ (Name of the Applicant) against and existing under the Laws of _____ (Name of the Applicant's country) having its registered/principal office at _____ hereby appoint _____ Agency (Name of the agent) at _____ as our agent to do in our name all or any of acts mentioned herein under concerning MMTC's tender for engagement of Internationally Reputed Independent Third Party Inspection Agencies/ Surveyors for inspection of Maize at overseas loadports on behalf of MMTC of India Limited:

- i. To sign and submit application on our behalf and participate in the above referred tender for Inspection Agencies.
- ii. To receive letter of Award/order from MMTC on our behalf and to sign relevant documents in connection therewith.
- iii. To do all other acts in connection with the above referred tender for Inspection Agencies as our agent.

We do hereby agree to ratify and confirm whatsoever our said agent shall do or cause to be done by virtue of this Letter of Authority.

This Letter of Authority comes into effect on and after _____ (mention date, month and year) and shall remain in full force and effect until revoked by our further notice in writing to MMTC.

Thanking you,

Yours faithfully,

(Signature of Authorised Representative of
Principals with name and full address)

Signature of Authorised Person(s) of Local Agent

1. _____

2. _____

Signature of local agent's authorized person is duly attested
(to be signed by the representative issuing this letter of authority)

ANNEXURE-V

(ON COMPANY'S LETTER HEAD)

To
Chief General Manager,
Agro Division, Core-1, SCOPE Complex,
7 Institutional Area, Lodhi Road,
New Delhi, 110003, India

REF. NO. : MMTC/Agro/LOADPORT/2019-20/1 dated -----

**Subject: Tender for Inspection Agencies/ Surveyors at overseas Loadports -
UNDERTAKING**

Dear Sir,

We, _____ (Name of the Organisation), hereby confirm and acknowledge that we have not been blacklisted/banned for participation in any Empanelment/Tender intended by Government of India or by any Government Undertaking in India for carrying out Inspection Agency's jobs at loadports or otherwise.

Thanking You

Yours faithfully

(Name and Signature of the Authorized Perso

SPECIAL TERMS & CONDITIONS FOR E-TENDER:

E-Tender is available on MMTC e-procurement website URL:-

<https://mmtc.abcprocure.com/> EPROC for online bidding process. For this, Bidder is required to obtain minimum Class II Digital Signature (meant for e-tendering) from any of Certifying Authority recognized by Controller of Certifying Authority (www.cca.gov.in) and have to register with e-procurement portal URL:-

<https://mmtc.abcprocure.com/EPROC> (a onetime activity) independent of each other as given below. Procedure for Obtaining Digital Certificate The bidder should obtain digital certificate to participate in the tender. The procedure for obtaining Digital certificate is given in the web site URL:- <https://mmtc.abcprocure.com/EPROC>. In case of any difficulty either mail or talk to the Technical Support Engineer, whose contact details are given below.

NOTE: Class III Digital Signature Certificate (DSC) is mandatory to participate in e-tendering. Participating bidders have to make sure that they have the valid DSC in their name. If not, they can procure from any of the RAs approved by CCA. Minimum time to procure DSC is 3 working days.

Vendor's Queries	Contact Numbers	e-Mail ID
New Bidder Registration (Portal Registration), Vendor's ID / Profile Activation, Renewal of Vendor's ID	+91-(79)- 68136 866	info@abcProcure.com
	+91-(79)- 68136 878	
	+91-(79)- 68136 845	
	+91-(79)- 68136 841	
Mr. Abhijeet Goware (Dedicated Helpdesk for MMTC)	+91 9265562826	abhijeet@eptl.in
Technical Assistance related to e-Tender or e-Auction filling / submitting	+91-(79)- 68136 833	support@abcProcure.com
	+91-(79)- 68136 854	
(Offsite Team).	+91-(79)- 68136 850	
	+91-(79)- 68136 849	

	+91-(79)- 68136 848	pankesh@eptl.in
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1. The bidder shall have valid Class-III Digital Signature Certificate (DSC) (with signing and encryption) issued from Licenced Certifying Authorities operating under Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) in India. The details of the License CA's are available on www.cca.gov.in wherein the details have been mentioned.

2. The bidders shall be asked to register on the e-portal so as to have a valid user id for accessing e-tendering/e-auction portal of MMTC.

3. For minimum system requirements clients/bidders should be asked to refer to home page of the url <https://mmtc.abcprocure.com> under tab Downloads/Minimum System Requirement-V2.0.

4. Internet connectivity and other paraphernalia requirements shall have to be ensured by bidders themselves. In order to ward-off such contingent situation like internet connectivity failure, power failure etc., bidders are requested to make all the necessary arrangements / alternatives whatever required so that they are able to circumvent such situation and still be able to participate in the e-Tender/ e-Auction successfully. However, the bidders are requested not to wait till the last moment to quote their bids to avoid any such complex situations. It is to be noted that either MMTC LIMITED or MMTC LIMITED'S SERVICE PROVIDER shall not be responsible for these unforeseen circumstances.

5. Bidders shall be advised to print and save bid submission receipt on submission of bids.