

## Chapter – III Bid Submission

Bidder will have to provide following additional inputs which are specific to ITE enable tenders.

- 3.1. While proceeding to submit bid, bidder will get a “**Transaction Message**” with the option to update “**ITE details**” after confirming his profile details as shown in the following screenshot.

My Tenders → 2017\_COIS\_45237\_1 → Transaction Message

Organization Chain : COIS Gurgaon||Materials  
Tender Reference Number :  
Tender ID :  
Tender Title :

**Bid Process List**

S.No	Bid Process
1	ITE Details
2	Profile

Click here to edit ITE Details

Encrypt&Upload

- 3.2. Upon clicking on “**ITE Details**” as marked in the above screenshot, system will take the bidder to a new page “**Bidder Item Wise Evaluation**” (shown below) where bidder will select “YES” / “NO” in the column “**Quoted Yes/No**” suitably for each line-item depending upon whether he wants to quote for that line item or not.

Bidder Item Wise Evaluation

Organisation Chain : COIS Gurgaon||Materials  
Tender Reference Number :  
Tender ID :  
Tender Title :

S.No	Item Code	Description	Units	Quantity	Quoted Yes/No
1		Laying and Jointing PVC Pipe. Heading			
2	item1	Item 1	Nos	150.00	Yes
3	item2	Item 2	Nos	250.00	Yes
4	item3	Item 3	Nos	280.00	Yes
5	item4	Item 4	Nos	360.00	No
6	item5	Item 5	Nos	350.00	No
7	item6	Item 6	Nos	125.00	Yes

Back Save

**Note:** Bidder(s) will be evaluated only for those line-items for which they have selected “YES” in the column “**Quoted Yes/No**” irrespective of even if they have quoted price in BOQ (Price Bid) for other line-items also.

**3.3.** Once the bidder saves his itemwise response, system will take the bidder to Summary Screen (shown below) where his itemwise selection shall be available for review:

**View Bidder Item Wise Evaluation**

Organisation Chain :	COIS Gurgaon  Materials					
Tender Reference Number :						
Tender ID :						
Tender Title :						
No of sheets :	1	Total item(s) available in sheet(s) :	6			
Eligible item(s) as quoted :	4	Not eligible item(s) as quoted :	2	Click to View		

  

View Bidder Item Wise Evaluation List						
S.No	Sheet Name	Item Code	Description	Units	Quantity	Bidder Value
1	BoQ1	item1	Item 1	Nos	150.00	Yes
2		item2	Item 2	Nos	250.00	Yes
3		item3	Item 3	Nos	280.00	Yes
4		item6	Item 6	Nos	125.00	Yes

**3.4.** Bidder will review his selection. If the bidder wants to modify his selection at this stage, he can do so using “Back” button otherwise he will click on “Next” button to freeze his selection and proceed for bid submission.

All the subsequent screens shall be as that of normal tender. However, bidder needs to ensure that the line-items quoted in BOQ are in-line with his “YES/NO” selection in ITE Details.

**3.5.** In the final stage of bid submission, system will display the status of bidder’s ITE response in “**Bid preparation Confirmation**” page as described below:

- a) In the below screenshot, ✓ (tick mark) given in the Result section of “**Itemwise Technical Evaluation**” means bidder has selected “YES” for all the line items available in “**Bidder Item Wise Evaluation**” page.

**Bid Preparation Confirmation** Back

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**Bid Information**

Organisation Chain : COIS Gurgaon||Materials  
Tender Reference Number :  
Tender ID :  
Tender Title :  
Bid Submission Closing Date : 15-Feb-2017 12:45 PM

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**Uploaded Documents**

S.No	Packet Type	File Name	Description	File Size (KB)	File Hash
1	Fee/PreQual/Technical	TestFile.pdf	Tender Acceptance Format	87.00	GSVib/aeJMytmAanWEYhZPvkhoS=
2	Finance	BOQ_41758.xls	Price Bid	262.00	7Y4J0r6iz1g8afrR2uG68ETJYU=

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**Stagewise Bid Status**

Tender Stages Result

ItemWise Technical Evaluation

ItemWise Technical Evaluation  All Items included in ITE Details

Freeze Bid

b) In the below screenshot,  mark given in the Result section of “**Itemwise Technical Evaluation**” (ITE) means bidder has selected “YES” for some (not all) of the line items available in “**Bidder Item Wise Evaluation**” page.

**Bid Information**

Organisation Chain : COIS Gurgaon||Materials  
Tender Reference Number :  
Tender ID :  
Tender Title :  
Bid Submission Closing Date : 15-Feb-2017 12:45 PM

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**Uploaded Documents**

S.No	Packet Type	File Name	Description	File Size (KB)	File Hash
1	Fee/PreQual/Technical	TestFile.pdf	Tender Acceptance Format	87.00	0+HCGt00M6s+/NS/aCTuLCmyfsM=
2	Finance	BOQ_41758.xls	Price Bid	262.00	ZZBwaSXR36j5bHgwC57fsNACkO4=

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**Stagewise Bid Status**

Tender Stages Result

ItemWise Technical Evaluation

ItemWise Technical Evaluation   Only part of Items included in ITE Details

Freeze Bid

Subsequently, bidder shall submit his bid by clicking on “**Freeze Bid**” button in line with normal tender.

**3.6. Rebid Submission:** Bidder(s) can change their response submitted in "**Bidder Item Wise Evaluation**" page using "**Other Criteria**"-**Resubmit** option even after freezing bid as shown in the following screenshot.

The screenshot shows the 'Bid Information' page. At the top right is a 'Print' icon. The main content area displays the following bid details:

- Bid ID : 35734
- Organization Chain : COIS Gurgaon||Materials
- Tender Reference Number : TestITE20170215
- Tender ID : 2017\_COIS\_45237\_2
- Tender Title : TestITE20170302
- Bid Submitted Date & Time : 02-Mar-2017 02:28 PM
- Bid Frozen IP Address : 61.246.252.4

Below this is a table for 'Uploaded Documents':

S.No	Packet Type	File Name	Description	File Size (KB)
1	Fee/PreQual/Technical	TestFile.pdf	Tender Acceptance Format	87.00
2	Finance	BOQ_42167.xls	Price Bid	262.00

At the bottom, there are two buttons: 'Resubmit' (highlighted with a red box) and 'Withdraw'. A 'Back My Bids' button is also present at the very bottom.

On Clicking "**Resubmit**" option, system will take the bidder to following page:

The screenshot shows the 'Re-Bid Submission' page. It displays the same bid details as the previous page:

- Organization Chain : COIS Gurgaon||Materials
- Tender Reference Number : TestITE20170215
- Tender ID : 2017\_COIS\_45237\_2
- Tender Title : TestITE20170302

Below this is a table for 'Re-Bid Submission':

Re-Submission Details	Action
Item Wise Technical Details	

A 'Back' button is located at the bottom right. The 'Action' button in the table is circled in red.

Upon clicking "**Action**" option, system will take the bidder(s) to the following page where they can make changes in their already saved response, verify and proceed further.

**Bidder Item Wise Evaluation**

Organisation Chain : COIS Gurgaon||Materials  
Tender Reference Number : TestITE20170215  
Tender ID : 2017\_COIS\_45237\_2  
Tender Title : TestITE20170302

S.No	Item Code	Description	Units	Quantity	Quoted Yes/No
1		Laying and Jointing PVC Pipe. Heading			
2	item1	Item 1	Nos	150.00	Yes <input type="checkbox"/>
3	item2	Item 2	Nos	250.00	Yes <input type="checkbox"/>
4	item3	Item 3	Nos	280.00	No <input type="checkbox"/>
5	item4	Item 4	Nos	360.00	No <input type="checkbox"/>
6	item5	Item 5	Nos	350.00	No <input type="checkbox"/>
7	item6	Item 6	Nos	125.00	Yes <input type="checkbox"/>

[Back](#) [Verify](#)

**Note:** If a bidder is changing his itemwise evaluation selection, he must resubmit his BOQ accordingly. These changes may be made any number of times before scheduled / extended bid submission end date & time. In case of resubmission(s), only finally updated selections and documents shall be available in the e-Tendering portal.