

<p><b>फैरो स्कैप निगम लिमिटेड</b> (भारत सरकार का उपक्रम) इक्विपमेंटचौक, सेंट्रल एवेन्यू पोस्ट बॉक्स सं.37 भिलाई-490 001 (छ. ग.) (वेबसाइट- www.fsnl.nic.in)</p>	<p><b>FERRO SCRAP NIGAM LIMITED</b> (A GOVERNMENT OF INDIA UNDERTAKING) EQUIPMENT CHOWK, CENTRAL AVENUE POST BOX NO.37 BHILAI 490 001(C.G) (Website - www.fsnl.nic.in)</p>
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## सीमित निविदा/LIMITED TENDER

इन्क्वायरी संदर्भ संख्या/ENQUIRY REF.NO. FC/3961 /2022दिनांक/DATE: 10.10.2022

1.	निविदा प्रस्तुत करने की अंतिम तिथि Last date of submission of tender	:-	26.10.2022को अपराह्न2.30 बजे तक By 2.30 p.m. on 26.10.2022
2.	टेक्नो-कमर्शियल बिड खोलनेकी तिथि Techno-commercial bid opening	:-	26.10.2022 अपराह्न 3.00 बजे At 3.00 p.m. 26.10.2022
3.	कार्य का नाम जिसके लिए निविदाएं बुलाई गई है Name of work for which tenders called.	:-	जैसा कि खंड-ए में उल्लिखित है As mentioned in the Section-A.
4.	निविदा प्रस्तुत करने और खोलने का स्थान Place of submission and opening of tender	:-	कार्यालय :- उप महाप्रबंधक(सा.प्र.), फैरो स्कैप निगम लिमिटेड, इक्विपमेंट चौक, सेंट्रल एवेन्यू, पोस्ट बॉक्स सं. 37 भिलाई -490001(छ.ग.) Office of :- Dy.General Manager (MM) Ferro Scrap Nigam Ltd. Equipment Chowk, Central Avenue, Post Box No.37, Bhilai-490 001 (C.G).

(निवेदित माथुर)/(NIVEDIT MATHUR)  
वरिष्ठ प्रबंधक(सा.प्र.)/SR.MANAGER (MM)

# फैरो स्कैप निगम लिमिटेड

(भारत सरकार का उपक्रम)  
इक्विपमेंटचौक, सेंट्रल एवेन्यू  
पोस्ट बॉक्स सं.37  
भिलाई-490 001 (छ. ग.)  
(वेबसाइट- www.fsnl.nic.in)

**FERRO SCRAP NIGAM LIMITED**  
(A GOVERNMENT OF INDIA UNDERTAKING)  
EQUIPMENT CHOWK, CENTRAL AVENUE  
POST BOX NO.37  
BHILAI 490 001(C.G)  
(Website - www.fsnl.nic.in)

## निविदाकर्ताओंकोनिर्देश : / INSTRUCTIONS TO THE TENDERER:

निविदा प्रस्तुत करने से पहले निविदाकार को निम्नलिखित निर्देशों को ध्यान से पढ़ना चाहिए।  
Tenderer should read the following instructions carefully before submitting tender.

1. निविदा में निम्नानुसार 3 खंड शामिल हैं :-

The tender comprises of 3 sections as stated below :-

**खंड "ए"** तकनीकी विनिर्देश और आपूर्ति/कार्य का दायरा दिखाने वाला तकनीकी हिस्सा है।

**SECTION "A"** is the technical part showing technical specification and scope of supply/work.

**खंड "बी"** निविदा के नियम और शर्तें वाणिज्यिक भागमें दर्शाया गया है।

**SECTION "B"** is the commercial part showing terms & conditions of the tender.

**खंड "सी"** मूल्य-बिड जमा करने के लिए प्रारूप दिखा रहा है।

**SECTION "C"** is the price part showing the format for submission of price-bid.

2. निविदाकर्ताकोउपरोक्तउल्लिखितसभी3अनुभागोंकोपूराकरनेवालानिविदाप्रस्तुतकरनाहोगा।

Tenderer must submit complete tender containing all the 3 Sections mentioned above.

3. खंड"ए" के अनुसार सभी तकनीकी विवरणों की पुष्टि और स्वीकृति, निविदा के खंड"ए" में स्पष्ट रूप से उल्लिखित होना चाहिए।

Confirmation and acceptance of all the technical details as per Section-A must be clearly mentioned in **Section-A** of the tender.

4. खंड"बी" के अनुसार सभी वाणिज्यिक नियमों और शर्तों की पुष्टि और स्वीकृति, निविदा की खंड"बी" में दी जानी चाहिए।

Confirmation and acceptance of all the commercial terms & conditions as per Section-B must be given in **Section-B** of the tender.

5. खंड"ए"और"बी"केप्रत्येकपृष्ठपरनिविदाकर्ताकेअधिकृतहस्ताक्षरकर्ताद्वाराहस्ताक्षरितहोनाचाहिए औरनामतथा पदनामकेसाथइसनिविदाकेतकनीकीऔरवाणिज्यिकभागोंकीस्वीकृतिकाटोकनके रूपमेंसीलमुहरकेसाथउल्लेखकियाजानाचाहिए।

Each page of **Sections A & B** should be signed by authorised signatory of the tenderer and name and designation should be mentioned along with rubber stamp/seal of the tenderer as a token of acceptance of the technical and commercial parts of this tender.

6. निविदा के खंड "ए" और खंड "बी" को सीलबंद कवर/लिफाफे में एक साथ प्रस्तुत किया जाना चाहिए, लिफाफेकेऊपर"**भाग -1 : टेक्नो-कामर्शियल बिड**"लिखाजाना चाहिए। इस लिफाफे पर इन्क्वारी क्रमांक, खोलने का दिनांक और नियत दिनांक का भी उल्लेख किया जाना चाहिए।

**Section-A & Section-B** of the tender are to be submitted together in a sealed cover/envelope which should be superscribed as "**PART-I : TECHNO-COMMERCIAL BID**". The Enquiry No., Date and Due Date of opening should also be mentioned on this envelope.

7. **कीमतें/दरें भाग I में नहीं दिखनी चाहिए** :-प्रत्येककार्य के लिए मूल्य/दर खंड“स”में दिखाया जाना चाहिए और एक अलग मुहरबंद कवर में डाल दिया जाना चाहिए जिसे "भाग-2: मूल्यबोली" के रूप लिफाफेकेऊपरलिखाजाना चाहिए। इस लिफाफे पर इन्क्वारी संख्या और तारीख का भी उल्लेख होना चाहिए। खंड“स”के प्रत्येक पृष्ठ को निविदाकर्ता के अधिकृत हस्ताक्षरकर्ता द्वारा हस्ताक्षरित किया जाना चाहिए और नाम और पदनाम तथासीलमुहरके साथ उल्लेख किया जाना चाहिए।

**Prices/Rates should not be shown in Part-I.**

Price/Rate for total job should be shown in **Section-C** and put in a separate sealed cover which should be superscribed as "**PART-II : PRICE BID**". The enquiry No. and date should also be mentioned on this envelope. Each page of **Section-C** should be signed by authorised signatory of the tenderer and name and designation should be mentioned along with rubber stamp/seal of the tenderer.

8. उपर्युक्त सभी मुहरबंद कवर को एक साथ रखा जाना चाहिए और एक बड़े लिफाफे में सीलमुहरबंद कर दिया जाना चाहिए, जिस पर संबंधित निविदा इन्क्वारीसंदर्भसंख्यातथानियतदिनांककाउल्लेखकिया जाना चाहिए और नीचे दिए गए पते पर अधोहस्ताक्षरकर्ता के कार्यालय को भेजा जाना चाहिए: -

फैरो स्क्रैप निगम लिमिटेड  
इक्विपमेंट चौक, सेंट्रल एवेन्यू  
पोस्ट बॉक्स सं.37  
भिलाई490 001 (छ.ग.)

All the above mentioned sealed covers should be put together and sealed in one bigger envelope on which the relevant tender Enquiry Ref. No. and Due date should be superscribed and sent to the office of the undersigned at the address given below:-

Ferro Scrap Nigam Limited  
Equipment Chowk, Central Avenue,  
Post Box No.37,  
Bhilai - 490 001.

9. मूल्य निविदाएँ 2-निविदाकर्ताओं का भाग उन (2-भाग), जो कि तकनीकी और व्यावसायिक रूप से स्वीकार्य हैं, खोले जाएंगे, जिसे व्यक्तिगत निविदाकर्ता को अग्रिम में खोलने कि तारीख के साथ सूचित किया जाएगा। उन निविदाकर्ताओं की कीमत बोली जो तकनीकी व्यावसायिक रूप से स्वीकार्य नहीं हैं /, को निविदाकर्ता या उनके अधिकृत प्रतिनिधि को मुहरबंद और बिना खोले सौंप दिया जाएगा।

The **Price-Bids i.e. Part-II** of those tenderers which are technically and commercially acceptable only shall be opened on the date, which shall be intimated in advance to the individual tenderer. The price-bid of those tenderers which are not technically/commercially acceptable shall be handed over to the tenderer or their authorised representative in sealed and unopened condition.

10. यदि चाहें तो निविदाकर्ता, इस निविदा खोलनेकेसमयभाग लेने के लिए प्राधिकृत पत्र के साथ अपने अधिकृतप्रतिनिधि को नियुक्त कर सकते हैं।

Tenderers if so desired, may depute their authorised representative with letter of authority to attend this tender opening.

11. निविदाजोक्रमसंख्या (2) से (9) केअनुसारजमानहींकियागयाहैउसेनिरस्तकरदियाजाएगा।

Tenders not submitted as stipulated at point nos. (2) to (9) above shall be rejected.

12. इसनिविदाकेखंडए, बीऔरसीमेंकिसीभी शर्तोंकाअनुपालननहींकरनेसेभीनिविदारद्दहोसकती है।

Non-compliance of any of the stipulations in **Section A, B & C** of this tender enquiry also may cause rejection of the tender.

(निवेदित माथुर)/(NIVEDIT MATHUR)

वरिष्ठ प्रबंधक(सा.प्र.)/SR.MANAGER (MM)

**Note:- Interested vendors for the item/job mentioned in this tender can apply for vendor registration by submitting vendor enlistment form available in our website [www.fsnl.co.in](http://www.fsnl.co.in) for future participation in tenders after enlistment. Vendors who are already enlisted with FSNL can only participate in this tender.**

## **SECTION A**

### **Security Audit of FSNL application (FAST, PAYROLL, CAMMS, Executive performance Management System, Annual Property Return, Employee Self Service Portal, Vendor Bill tracking System) from CERT-in empanelled agencies.**

#### **Scope of Work for the Security Audit**

FSNL is inviting quotations from Cert-In Empanelled Agencies for offsite Security audit of application FAST, PAYROLL, CAMMS ( developed in Foxpro with backend as .DBF) and Executive performance Management System, Annual Property Return, Employee Self Service Portal, Vendor Bill tracking System (developed in .net with backend as SQL server). The said application needs to obtain the **“Security Certificate”** from Cert-In empanelled agencies.

**A. Technical Details** of the Windows based application (FAST, PAYROLL, CAMMS) are as follows:

<b>S. No.</b>	<b>Parameters</b>	<b>Description</b>
<b>1</b>	<b>Application Name &amp; URL</b>	FAST :For Finance and accounting CAMMS: For Inventory PAYROLL : For PAYROLL <b>*All are windows based application</b>
<b>2</b>	<b>Contact Details</b>	Organization Name: Ferro Scrap Nigam Limited Contact Person Name: Deepak Tomar Email ID: deepak.tomar@fsnl.co.in Mobile No: 7587098146
<b>3</b>	<b>Application will be host on</b>	FSNL Server (located at Bhilai)
<b>4</b>	<b>application type</b>	Window based application
<b>5</b>	<b>Front-end Tool</b>	DOS
<b>6</b>	<b>Back-end Database</b>	Dbase (Foxpro based)
<b>7</b>	<b>Operating System Details</b>	Window XP
<b>8</b>	<b>Whether the application contains any content management module</b>	No
<b>9</b>	<b>Total No. ( Approximate) of Input Forms</b>	Fast- 8 Forms, Payroll - 18 forms, Camms- 5 forms
<b>10</b>	<b>Total No. of input fields</b>	200-250 (approx)
<b>11</b>	<b>No. of login modules</b>	3
<b>12</b>	<b>Any payment gateway ?</b>	no
<b>13</b>	<b>Audit to be conducted remotely- Yes or NO</b>	no
<b>14</b>	<b>Whether application was audited earlier</b>	no

**B. Technical Details** of the Web based application applications i.e Executive performance Management System, Annual Property Return, Employee Self Service Portal, Vendor Bill tracking System) are as follows:

S. No.	Parameters	Description
1	<b>Application Name &amp; URL</b>	Executive performance Management System ,Annual Property Return, Employee Self Service Portal, Vendor Bill tracking System <b>*All are web based application</b>
2	<b>Contact Details</b>	Organization Name: Ferro Scrap Nigam limited Contact Person Name: Deepak Tomar Email ID: deepak.tomar@fssl.co.in Mobile No: 7587098146
3	<b>Application will be host on</b>	FSSL Server (located at Bhilai)
4	<b>application type</b>	Web based application
5	<b>Front-end Tool</b>	.ASP Net, C#
6	<b>Back-end Database</b>	Sql Server
7	<b>Operating System Details</b>	Window Server 2008 R2 Enterprise
8	<b>Whether the application contains any content management module</b>	No
9	<b>Total No. ( Approximate) of Input Forms</b>	<b>Executive performance Management System : 10</b> <b>Annual Property Return : 12</b> <b>Employee Self Service Portal : 3</b> <b>Vendor Bill tracking System: 6</b>
10	<b>Total No. .( Approximate) of input fields</b>	<b>Executive performance Management System : 50</b> <b>Annual Property Return : 100</b> <b>Employee Self Service Portal : 4</b> <b>Vendor Bill tracking System: 30</b>
11	<b>No. of login modules</b>	7
12	<b>Any payment gateway ?</b>	No
13	<b>audit to be conducted remotely- Yes or NO</b>	Yes
14	<b>Whether application was audited earlier</b>	Yes *

- **Annual Property Return will be audited for the first time.**

**Note:** Since, the application is still under development; therefore the actual number of pages may slightly differ while placing the work order (forms +/- 5%).

To ensure that the application is free from vulnerabilities, the audit exercise will need to undertake the following activities:

1. Identify the security vulnerabilities, which may be discovered during security audit including cross-site scripting, Server miss-configuration, Well known platform vulnerabilities, Errors triggering sensitive information, leak etc.
2. Identification and prioritization of various risks to the FSSL application.
3. Identify remedial solutions and recommendations for making the application secure.
4. Undertake user profiling and suggest specific access methodologies and privileges for each category of the users identified.
5. The auditors will have to carry out an assessment of the vulnerabilities, threats and risks that exist in the application through various Assessment /Testing.
6. The application shall have to be audited as per the CERT-in Standards. The auditor shall submit the final audit report after the remedies/recommendations are implemented and confirmed with retest.

7. The Audit Firm/company has to submit a summary compliance report at the end of the assessment phase and the final Report will certify that FSNL application is in compliance with the CERT-in standards.
8. Schedule for completion of the work, the security audit report must be submitted to FSNL within 21 working days after the issue of work order by FSNL and subsequent round audit (till zero errors and vulnerabilities) report if any, must be submitted within 7 working days.

The auditor also provides help us to remove errors and vulnerabilities found (if any) during audit.

**Deliverables and Audit Reports** The successful bidder will be required to submit the following documents in printed format (2 copies each) after the audit of above mentioned application:

- (i) A detailed assessment report with security status and discovered vulnerabilities, weakness and mis-configurations with associated risk levels and recommended actions for risk mitigations for each application.
- (ii) The final security audit certificate for each application (FAST,CAMMS,PAYROLL, Executive performance Management System, E-Procurement System, Employee Self Service Portal, Vendor Bill tracking System) which should be in compliance with Cert-in standards.
- (iii) All deliverables shall be in English language and in A4 size format.
- (iv) The vendor will be required to submit the "Secured or Security Certificate" to FSNL for each application.

Date:

Signature  
Name(in block letters)  
Designation  
Rubber Stamp of the Co.

## **SECTION B**

### **TERMS AND CONDITIONS**

- 1) **Firm price**:-The price(s) quoted should remain firm through complete execution of the order.
- 2) **Validity**:-The quotation should be valid for a period of 120 days from the date of opening of techno-commercial bid.
- 3) **GST**:-Tenderers are requested to provide GST details as per **Annexure I & II** & % of **GST** applicable extra.
- 4) **Preference to "Make in India"**:- Preference to Make in India will be given as per **Annexure-III**. Tenderers have to submit signed and stamped Annexure **III**.
- 5) **Completion of work** :System Audit should be completed as scheduled in Clause 8 of Section A.
- 6) **Payment terms**:- 100% Payment shall be made within 30 days from the date of submission of your bill against submission and acceptance of the System Audit Report for the respective audit.
- 7) The Tenderer should state their Banker's Name, Branch, Account No., IFS Code & Pan No. reference.
- 8) **T.A. & D.A**The rates quoted by you shall be all inclusive and no T.A. & D.A. or out of pocket expenses will be admissible to attend any meeting, submission of offer etc. during completion of job.
- 9) **Accommodation**:- No accommodation shall be provided by FSNL.
- 10) **Place of Billing**:- The place of services and place of submission of bill should be one and same i.e. "Billed To" & "Shipped To" should be one and same. Tenderer should submit GST return mentioning the GST number of the State where the services has been provided.  
"The party has to submit GST Compliance Invoice & in case Liquidated Damage is applicable, then GST on Liquidated Damage will also be recovered from the party".
- 11) **Liquidated Damages**:- In the event any job assigned to the successful tenderer under the work order is not completed within the specified job completion period for the same, penalty @ 0.5% per week of the value of the respective job shall be levied subject to a maximum of 5% of the value of the job. Proportionate penalty for delay for part of a week shall also be levied.  
  
However, L.D. is exempted on account of force majeure conditions i.e., Lockout, Strike, Transporter's strike, Riot, Civil War, Restrictions imposed by Govt. and acts of God like Flood, Earthquake, Fire etc. which are beyond your control.
- 12) **Risk purchase**:- In the event, the successful tenderer fails to execute any job assigned under the work order, FSNL shall have the right to avail the services of any other agency/source and the extra cost, if any, to be incurred by FSNL on account of this shall be recoverable from your outstanding bill(s)/shall be payable by the successful tenderer.
- 13) **Disputes**:- Should any dispute arises out of the order, the decision of FSNL will be final and binding upon the successful tenderer.
- 14) **Arbitration**:- All disputes of differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this contract or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award given in pursuance thereof shall be binding on the parties.

Date:

Signature  
Name(in block letters)  
Designation  
Rubber Stamp of the Co.

- 15) **Contract Agreement** :- The successful bidder shall be required to execute a formal agreement with FSNL for the value of work orders for ₹10.00 Lakhs and above, within 15 days from the date of issue of Letter of Intent/Work Order in the prescribed proforma of FSNL on a non-judicial stamp paper of value of ₹100/- purchased from the respective State from where the order is placed in the name of your organization.
- 16) **Blacklisting** :-The tenderer hereby declares that they have never been blacklisted and/or there were no debaring action against them by any Govt. organization/ CPSE/ Court. Further vendors who are found blacklisted at any later stage their bid/offer shall be liable for cancellation.

Also those vendors who cannot execute the job/supply as per the order, FSNL in its sole discretion reserves the right to cancel the order and blacklist the firm without any notice.

- 17) **Integrity Pact** :- FSNL has adopted the transparent system of “Integrity Pact” while floating tenders for major purchases/contracts. All contracts/transaction entered into by FSNL shall be governed by the Integrity Pact available in our website (www.fsnl.nic.in). The successful tenderer has to sign & forward the Integrity Pact to FSNL.

In brief, this Pact is a contractual agreement between the vendors/purchasers and the PSU committing both sides to strictly abide by the rules and regulations of the tender and ensure integrity. This contract also has provisions for payment of damages and other retributive action in case any of the prescribed norms are proven to be violated.

The Integrity Pact would begin when a bidder submits an EOI or purchases the bid documents and would end after the execution of the contract when all payments are made to the satisfaction of both the contracting parties.

FSNL has appointed an Independent External Monitor(IEM) in terms of Section-8 of Integrity Pact to oversee implementation of Integrity Pact in FSNL. The details of IEM are given below:-

<p><b>1. Shri Ved Prakash Yajurvedi,</b> IOFS (Retd.) E-33, AyudhVihar, Plot No. 3, Sector-13, Dwarka, New Delhi- 110 075. Mob No.9473763645 Email: <a href="mailto:vpjayurvedi@gmail.com">vpjayurvedi@gmail.com</a></p>	<p><b>2. Shri Sanjiv Sharma,</b> Ex-Director (Fin.), MDL House No.74, Sector-10, Raj Nagar, Ghaziabad U.P. – 201 002 Mob.No.7045229900 Email: <a href="mailto:aicpa.sanjiv@yahoo.com/sanjiv0410@gmail.com">aicpa.sanjiv@yahoo.com/ sanjiv0410@gmail.com</a></p>
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- 18) **Termination of Contract**:- FSNL reserves the right to terminate the contract wholly or partly within one month’s notice for unsatisfactory performance.
- 19) **Tender Acceptance**:- Ferro Scrap Nigam Ltd. does not bind itself to accept the lowest in or any of the tenders and reserves the right to reject any or all the tenders, reduce or increase the quantities without assigning any reasons whatsoever.
- 20) FSNL reserves the right to accept or reject the tender in full or part without assigning any reasons thereof or incurring any liability thereby.
- 21) **Jurisdiction**:- Disputes if any, arising out of this transaction are subject to provisions of competent court having jurisdiction over Durg.

Date:

Signature  
Name(in block letters)  
Designation  
Rubber Stamp of the Co.



22) **Environment, health and safety of the organization :-** The supply of materials/execution of the job as stipulated in this enquiry should not adversely affect the environment, health and safety of the organization.

23) **MSME :-**Tenderer(s) falling under MSME category and having valid registration certificate with NSIC, are required to submit registration certificate to enable us to consider under MSME, so that applicable benefits/facilities shall be provided as per procurement policy of Government of India.

**“All MSEs will have to make declaration of Udyog Adhar Memorandum (UAM) number on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement Policy for MSEs order, 2012 for tenders invited electronically through CPPP”.**

24) **Regret letter:-** Please forward your regret letter in case you do not wish to quote.

ALL THE ABOVE TERMS & CONDITIONS ARE ACCEPTABLE TO US.

Date:

Signature

Name (in block letters)

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## SECTION C

### PRICE BID

Security Audit of FSNL Application as below based on scope shown in Section A to this enquiry :-

Sl.	Description	Rate for Audit ( in ₹)	GST (in ₹)	TOTAL (in ₹)
1	FAST			
2	PAYROLL			
3	CAMMS			
4	Executive performance Management System			
5	Annual Property Return			
6	Employee Self Service Portal			
7	Vendor Bill Tracking System			

**Note: The L1 shall be evaluated in totality considering all the above items i.e. (1) + (2) +(3) +(4) +(5) +(6) +(7)**

Date:

CO.:

SIGNATURE  
NAME (in block letters)  
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Please indicate the % of GST applicable and provide copy of GST Registration Certificate. Tenderers are requested to provide following information for GST Compliance :-

Vendor Name	Name of Authorised Person under GST with Mobile No. & Email ID.	Place of Business		GST Regn No. (GSTIN)	Whether under Composition Scheme		HSN Code No.
		Principal Place of Business	Additional Place of Business		Yes	No	

Date:

SIGNATURE

NAME (in block letters)

DESIGNATION:

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**INFORMATION FOR GST COMPLIANCE**

1. The tenderer should confirm regarding submission of appropriate return of GST will be filed in time to enable FSNL to claim Input Tax Credit.
2. The tenderer should ensure the payment of GST in time to enable FSNL to claim Input Tax Credit.
3. Confirmation that any loss of Input Tax Credit arising from non-compliances on account of tenderer will be compensated by the tenderer to FSNL.
4. The tenderer will be under the obligation for invoicing correct tax rate as prescribed under the GST law to FSNL.
5. Any invoice issued in favour of FSNL shall contain the following particulars:-
  - a. Name, address and GSTIN of the supplier;
  - b. Serial number of the invoice;
  - c. Date of issue;
  - d. Name, address and GSTIN of the recipient (FSNL Unit/C.O)
  - e. Name and address of the recipient and the address of the delivery, along with the State and its code,"
  - f. HSN code of goods or Accounting Code of services;
  - g. Description of goods or services;
  - h. Quantity in case of goods and unit or Unique Quantity Code thereof;
  - i. Total value of supply of goods or services or both;
  - j. Taxable value of supply of goods or services or both taking into discount or abatement if any;"
  - k. Rate of tax (Central Tax, State Tax, Integrated Tax (for inter-state supply), Union Territory Tax or cess);"
  - l. Amount of tax charged in respect of taxable goods or services (Central Tax, State Tax, Integrated Tax (for inter-state supply), Union Territory Tax or cess);"
  - m. Place of supply along with the name of State, in case of supply in the course of inter-state trade or commerce;"
  - n. Address of the billing where the same is different from the place of supply.
  - o. Signature or digital signature of the supplier or his authorised representative on Invoice.
6. GST invoice shall be prepared in triplicate, in case of supply of goods, in the following manner:-
  - a. The original copy being marked as ORIGINAL FOR RECIPIENT;
  - b. The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and
  - c. The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.
7. GST invoice shall be prepared in duplicate, in case of supply of services, in the following manner :-
  - a. The original copy being marked as ORIGINAL FOR RECIPIENT; and
  - b. The duplicate copy being marked as DUPLICATE FOR SUPPLIER.
8. In case of any advance given against any supplies contract, the supplier of the goods shall issue Receipt Voucher containing the details as prescribed in the GST Acts 2017 read with GST Rules, 2017.

**All the above Terms & Conditions are acceptable to us.**

Date:

NAME (in block letters) :  
DESIGNATION :

SIGNATURE ;

RUBBER STAMP OF THE CO:

**PREFERENCE TO "MAKE IN INDIA"**

**1. Purchase preference shall be given to local suppliers in all procurement in the manner specified hereunder:**

- (a) In procurement of goods where the estimated value of procurement is Rs. 50.00 lakhs or less, only the local suppliers shall be eligible. If the procurement of such goods is more than Rs. 50.00 lakhs, the provision as stipulated under shall be applicable as the case may be.
- (b) In procurement of goods which are divisible in number, following procedure shall be adopted: -
  - (i) If the L1 bidder is from the local supplier, the contract for full quantity will be awarded to L1 bidder.
  - (ii) If L1 bidder is not from the local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the local supplier will be invited to match the L1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of purchase preference of 20% & contract for that quantity shall be awarded to such local supplier subject to matching the L1 price. In case such lowest eligible local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be awarded to L1 bidders.
- (c) If the procurement of goods which are not divisible in number, such as procurement of services/repairs etc. following procedure shall be adopted:-
  - (i) If L1 is from the local supplier, the contract will be awarded to L1 bidder.
  - (ii) If L1 is not from a local supplier, the lowest bidder among the supplier will be invited to match the L1 price subject to local supplier's quoted price falling within the margin of purchase preference of 20% and the contract shall be awarded to such local supplier subject matching the L1 price.
  - (iii) In case such lowest eligible supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference of 20% shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the local supplier within the margin of purchase preference matches the L1 price, then the contract may be awarded to the L1 bidder.

**2. VERIFICATION OF LOCAL CONTENT: -**

- (i) The local supplier at the time of tender shall be required to provide self-certification that the item offered meets the minimum local content of 50% and shall give details of location(s) at which the local value addition is made.
  - (ii) In case the procurement for a value exceeds Rs.10.00 Crores, the local supplier shall be required to provide certification from statutory auditor or cost auditors of the company (in case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving percentage of local content.
  - (iii) False declaration will be in breach of the Code of Integrity under Rule 175(1) (i) (h) of the General Financial Rules for which a bidder or its successors can be debarred for upto two years as per Rule 151 (iii) of the General Financial Rules alongwith such other action as may be permissible under law.
3. **EXEMPTION OF SMALL PURCHASES:** - Notwithstanding anything contained in paragraph 3, procurements where the estimated value to be procured is less than Rs. 5 lakhs shall be exempt from this Clause. However, it shall be ensured by procuring entities that procurement is not spilt for the purpose of avoiding the provisions of this clause.

**Definition for this purpose will be:-**

**"Local Content"** means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

**"Local Supplier"** means a supplier or service provider whose product or service offered for procurement meets the minimum local content as prescribed under this Clause or by the competent Ministries/Departments in pursuance of this Clause.

**"Margin of Purchase Preference"** means the maximum extent to which the price quoted by a local supplier may be above the L1 for the purpose of purchase preference.

**All the above terms & conditions are acceptable to us.**

Date:

SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :