


Techno Commercial Checklist			
		Tender Ref No : NFP/MPC/47(02)/2024-26	
		ARC of Operation & Maintenance of Air conditioning Units Part-I & II for the year 2024-26	
		NAME OF THE BIDDER / FIRM	
S.No.	Description	NFL Requirement As Per NIT	Bidder's Comment (Agreed /If not Agreed, Please Comment)
1	I have submitted original Demand Draft of tender Fee and EMD to NFL-Panipat and uploaded scan copy of the same on the etender portal. OR I have deposited Tender fee and EMD by NEFT/RTGS/Online Fund Transfer in National fertilizers Limited Cash Credit Account as per bank detail mention at clause no-2 of the NIT and uploaded UTR Number / Transaction ID / NEFT Details on e-tender portal.	Please submit original Demand Draft of Tender Fee & EMD to NFL-Panipat and upload scan copies of the same on the etender portal. OR Please tender fee and EMD by NEFT/RTGS/Online Fund Transfer in National fertilizers Limited Cash Credit Account as per bank detail mention at clause no-2 of the NIT and upload UTR Number /Transaction ID /NEFT Details on e-tender portal.	
2	I have submitted Declaration Forms I, II & III as per annexure no-II, III & IV of the NIT.	Please submit Declaration Forms I, II & III as per annexure no-II, III & IV of the NIT.	
3	I have submitted the copy of PF Registration, PAN card, GST Registration, ESI Registration and MSME registration (If applicable) as per annexure no-III of the NIT.	Please submit the copy of PF Registration, PAN card, GST Registration, ESI Registration and MSME registration (If applicable) as per annexure no-III of the NIT.	
4	I have submitted copy of GST Registration certificate as per annexure no-V of the NIT.	Please submit copy of GST Registration certificate as per annexure no-V of the NIT.	
5	I have submitted to NFL-Panipat, original affidavit on Non-judicial Stamp Paper of appropriate value duly attested by Notary as per annexure no-VI of the NIT.	Please submit original affidavit to NFL-Panipat, on Non-judicial Stamp Paper of appropriate value duly attested by Notary as per annexure no-VI of the NIT.	
6	I have submitted all the relevant documents as per eligibility criteria, Annexure-VII of the NIT.	Please submit all the relevant documents as per eligibility criteria, Annexure-VII of the NIT.	
7	I have submitted performa for proprietorship affidavit on stamp paper of appropriate value duly attested by notary as per annexure no-XI of the NIT. (If applicable)	Please submit performa for proprietorship affidavit on stamp paper of appropriate value duly attested by notary as per annexure no-XI of the NIT. (If applicable)	
8	I have submitted form-I (Undertaking On Letterhead) (Procurement from a bidder which shares a land border with India) of the NIT.	Please submit form-I (Undertaking On Letterhead) (Procurement from a bidder which shares a land border with India) of the NIT.	
9	I have submitted form-II (Certificate for tenders for works involving possibility of subcontracting) (Procurement from a bidder which shares a land border with India) of the NIT.	Please submit form-II (Certificate for tenders for works involving possibility of subcontracting)(Procurement from a bidder which shares a land border with India) of the NIT.	
10	I have read and understood e-tender guidelines as per annexure no - XIX of the NIT	Please accept the terms and conditions of e-tendering.	
11	I have submitted Power of Attorney as per clause no 22-i(c) Annexure-I of the NIT in the name of Person, who has signed the Tender Document. (In case of Partnership/Pvt. Ltd. Firm)	Please submit Power of Attorney as per clause no 22-i(c) Annexure-I of the NIT in the name of Person, who has signed the Tender Document. (In case of Partnership/Pvt. Ltd. Firm)	
12	All pages have been signed at the lower righthand corner with company stamp by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of tender.	Please sign & stamp on all the tender documents (NIT, undertaking, GTC, Eligibility criteria, Scope of Work, Special Terms & Conditions, All annexures etc.) at the lower right hand corner by the person holding the power of attorney authorizing him to sign on behalf of the tenderer.	
13	I have filled the price bid in excel file and attached seperately in BOQ section of e-tender. Price bid submitted in person/hardcopy/by post shall be rejected.	Please fill the price bid in excel file and attach in BOQ section of e-tender. Price bid submitted in person/hardcopy/by post shall be rejected.	
14	I have read and understood the terms & conditions of the Tender	Please accept the Terms & conditions of the tender	
Remark : This document is to be submitted along with the NIT.			