

## Annexure RA

### TERMS & CONDITIONS OF REVERSE AUCTION:

- 1.1 Name of all Bidders will be masked for all tenders by default irrespective of estimated value on (n)Procure and Initial tender outcome of all the three (3) Tendering stages i.e. Primary, Technical & Commercial stage including bid documents submitted on eTendering portal, name of bidders etc., will be unshared and the same shall not be visible to the BIDDERS in order to ensure sanctity and confidentiality of the possible Reverse Auction process. Post completion of RA, tender outcome shall be shared on eTendering portal.
- 1.2 Invitation for participation in RA will be sent through e-mail or through RA Portal, as applicable, as per below details:

| Sr. No. | No. of Techno-Commercially Qualified Bidders | Elimination of Bidder(s) from RA                                                                                                                 |
|---------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | 2-3 Bidders                                  | No Elimination                                                                                                                                   |
| 2       | 4 Bidders                                    | H1 Bidder will be Eliminated                                                                                                                     |
| 3       | 5 Bidders                                    | Both H1 & H2 Bidders will be eliminated                                                                                                          |
| 4       | 6 & above                                    | RA will be conducted among the lowest 50% of bidders (rounded up if odd) eg. In case of 9 bidders, RA will be carried out with lowest 5 bidders) |

- 1.3 If more than 1 bidder share same initial commercial ranking, then all such bidders to be invited for Reverse Auction.
- 1.4 Identity of the participating bidders shall be masked (so that the names of participating bidders remain anonymous) in order to maintain sanctity while ensuring transparency of the process.
- 1.5 Usually the auction is limited to 1 hour initially. If any bid is received in the last 10 minutes before the closing time, the auction time will be automatically extended by 10 (Ten) minutes from the original auction end time.
- 1.6 The methodology of RA i.e. entire Tender basis/SOR item-wise basis will be in line with the commercial bid evaluation methodology stipulated in the Tender. If the evaluation is done on total cost basis, after Reverse Auction, prices of individual line items shall be reduced on pro-rata basis. However, in no case price of any individual line item shall be greater/more than the originally quoted price by such BIDDER.
- 1.7 The opening price (ceiling price, above which no bidder can make an offer) will be declared on RA portal on start of the RA. The ceiling price may be the least price of item/(s) or lowest initial Price Bid of the BIDDER/(s) received on eTendering portal.
- 1.8 Minimum permissible decrement value shall be decided for each RA, which is generally 0.1% of the initial award value, based on lowest derived (L1) rate received through eTendering portal. In case item-wise reverse auction is to be carried out, then minimum permissible decrement value shall be calculated on L1 rate received through eTendering portal for the respective item(s).



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- 1.9 BIDDER can reduce their offered prices upto any extent; however, not lower than the minimum permissible decrement value per decremental bid.
- 1.10 BIDDERS shall not be allowed to withdraw their last offer. In case of withdrawal of offer by the final L1 bidder post RA, the same will be considered as Bid Withdrawal and necessary actions shall be initiated in line with tender terms as well as OWNER prevailing policy.
- 1.11 If no bid is received during RA process, then the lowest (L1) rate received through eTendering portal shall be considered as final L1 rate and the respective bidder(s) shall be considered as L1 bidder(s). In case of more than one L1 bids, action shall be taken as per clause no. 21.4 mentioned above.
- 1.12 The decision for carrying out eReverse Auction Process will be at the sole discretion of OWNER. Further, OWNER reserves the right to schedule, extend, reschedule, re-auction or cancel the Reverse Auction process at any time, before ordering, without assigning any reason, with intimation to bidders.