



SPPRA

FORM "A"

**N.I.T SUBMISSION(1)**

PROCURING AGENCY: \_\_\_\_\_ TENDER REF: \_\_\_\_\_

<b><u>Documents Required with NIT:</u></b>		IC	AM
a. Notice Inviting Tender		<input type="checkbox"/>	<input type="checkbox"/>
b. Notification of Procurement Committee		<input type="checkbox"/>	<input type="checkbox"/>
c. Notification of Complaint redressal committee.		<input type="checkbox"/>	<input type="checkbox"/>
d. Bidding documents		<input type="checkbox"/>	<input type="checkbox"/>
e. Annual Procurement Plan		<input type="checkbox"/>	<input type="checkbox"/>
f. Method of Receiving Courier		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/> Hand	
		<input type="checkbox"/> Courier	
	Initial		

**E.O.I / PRE-QUALIFICATION SUBMISSION (2)**

PROCURING AGENCY: \_\_\_\_\_ TENDER REF: \_\_\_\_\_

<b><u>EOI / Pre-qualification:</u></b>		IC	AM
a. Notice of EOI / Pre-qualification.		<input type="checkbox"/>	<input type="checkbox"/>
b. Notification of Procurement Committee / Consultant selection committee		<input type="checkbox"/>	<input type="checkbox"/>
c. Notification of Complaint redressal committee.		<input type="checkbox"/>	<input type="checkbox"/>
d. Pre-qualification / shortlisting documents / RFP documents		<input type="checkbox"/>	<input type="checkbox"/>
e. Annual Procurement Plan		<input type="checkbox"/>	<input type="checkbox"/>
f. Method of Receiving Courier		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/> Hand	
		<input type="checkbox"/> Courier	
	Initial		

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**BID EVALUATION REPORTS SUBMISSION**

PROCURING AGENCY: \_\_\_\_\_ TENDER REF: \_\_\_\_\_

<b><u>Documents required with Bid Evaluation Reports: (Rule-45)</u></b>	IC	AM
a. Original	<input type="checkbox"/>	<input type="checkbox"/>
b. On standard format	<input type="checkbox"/>	<input type="checkbox"/>
c. Signed by all the members of Procurement Committee.	<input type="checkbox"/>	<input type="checkbox"/>
d. Names and designation of all the members of procurement committee.	<input type="checkbox"/>	<input type="checkbox"/>
e. Original comparative statement (if there are large number of items)	<input type="checkbox"/>	<input type="checkbox"/>
f. Minutes of Bid opening meeting.	<input type="checkbox"/>	<input type="checkbox"/>
g. Bidder's qualification / Technical Evaluation Report / Prequalification Report	<input type="checkbox"/>	<input type="checkbox"/>
h. Attendance Sheet	<input type="checkbox"/>	<input type="checkbox"/>
i. Method of Receiving Courier	<input type="checkbox"/> Hand <input type="checkbox"/> Courier	
Initial		

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



FORM "C"

**CONTRACT EVALUATION REPORTS SUBMISSION**

PROCURING AGENCY: \_\_\_\_\_ TENDER REF: \_\_\_\_\_

<b>Documents required with Contract Evaluation Reports: (Rule-50)</b>		IC	AM
a. Contract Evaluation Form duly Signed		<input type="checkbox"/>	<input type="checkbox"/>
b. Letter of Award/ work order		<input type="checkbox"/>	<input type="checkbox"/>
c. Form of Contract/ Agreement		<input type="checkbox"/>	<input type="checkbox"/>
d. Bill of quantities/ schedule of requirements		<input type="checkbox"/>	<input type="checkbox"/>
e. Integrity pact (where applicable.)		<input type="checkbox"/>	<input type="checkbox"/>
f. Method of Receiving Courier	<input type="checkbox"/> Courier	<input type="checkbox"/> Hand	
	Initial		

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_