

General guidelines for submission of bids under NELP-VIII

(A) VENUE & TIME

Venue for receiving & opening of bids	SCOPE Convention Centre, Ground floor, Core-VIII, SCOPE Complex, 7, Lodhi Road, New Delhi – 110003
	The SCOPE Complex, Lodhi Road, is centrally located in New Delhi and is approximately 15 kms. from Indira Gandhi International Airport.
Bid Receiving & Opening Date	12 th October 2009, from 09 30 hrs (IST)
	However, bidder(s) can submit their bid(s) in DGH office, at C-139, Sector-63, NOIDA before 12 th October 2009 on all working days from 9.30 am to 5.30 pm.
Bid Closing Time	12.00 Noon (IST)
Bid Opening Time	13 30 hrs (IST) onwards

(B) GUIDELINES FOR PREPARATION AND SUBMISSION OF BIDS

1. **Bids for offshore and onland blocks will be received and opened in separate halls at the venue.**
2. Bidders are required to submit "Bid submission form", **in duplicate** at the venue, one set for each consortium, separately for offshore blocks and on land blocks. The Bid submission form can be downloaded from DGH website www.dghindia.org.
3. Bidders are required to submit their bids, **in duplicate**, as per the "Format" (Vol. 1, NELP-VIII documents). It may please be ensured that: -
 - a. All pages are of A4 size.
 - b. All pages are numbered.
 - c. All pages are signed and stamped by authorized signatory from the bidder.
 - d. The pages are bound with soft cover.
 - e. The pages containing biddable items, namely, **Technical Capability, biddable Work Programme and Fiscal package** are book-marked.
 - f. Five sets of hard copies of the pages containing biddable items, namely, **Technical Capability, biddable Work Programme and Fiscal package** are required to be submitted. This is for distribution among competitors after opening the bids.
4. In addition to the above, bids in digital format (to be downloaded from DGH website) on a CD are required to be submitted for instant bid evaluation and declaration of provisional results. The same may please be kept in an envelope with name of block, bidder Company and signature on the envelope. This envelope has to be enclosed in the master envelope containing all bid documents. Digital format is available on DGH website.
5. Bids for Onland and offshore blocks will be opened in two different halls, simultaneously. Bidders may depute two representatives, one for each hall. Only one authorized representative per consortium is permitted for bid opening. Authorized representatives are required to bring authorization letter from the company.
6. Bidders are advised to visit DGH websites www.dghindia.org and www.indianelpviii.com for related information/notification/clarifications of NELP-VIII.
7. In case of discrepancy in biddable items between digital copy and original hard copy of the bid, the biddable items of original hard copy shall be considered.