

### SPECIAL TENDER PROCESSING TIME LINE

DESCRIPTION	ESTIMATED TIME (in Days)	
<b>PRE TENDER STAGE</b>		
Receipt of Requirement of the End user department	$T_0$	
Working out Estimation / Proforma Invoice	$T_0 + 7$	
Formation of Committee including members from the End user department	$T_0 + 12$	
Finalising the Scope of Work and Technical Specification	$T_0 + 17$	
Preparation of Tender document and obtaining approval	$T_0 + 30$	<b>Pre Tender Stage : 30</b>
<b>TENDERING STAGE</b>		
Publication of Tender Notice inviting tender	$T_1$	
Pre bid meeting	$T_1 + 7$	
Last date for receiving written queries from the bidders	$T_1 + 28$	
Last date for written response to queries	$T_1 + 40$	
Bid due date	$T_1 + 45$	
Opening of Technical Bid	$T_1 + 45$	
Start Date of examination of the Technical Bid (Eligibility & Technical compliance)	$T_1 + 46$	
End date of evaluation of Bid	$T_1 + 65$	
Approval by the Technical Committee and Tender Scrutiny Committee	$T_1 + 70$	

Opening of Commercial Bid	$T_1 + 71$	
End of Commercial Bid evaluation, negotiation	$T_1 + 75$	
Recommendation of the Committee for the selection of successful Bidder	$T_1 + 80$	<b>Tendering Stage : 80</b>
<b>POST TENDER STAGE</b>		
Approval of the Successful Bidder by the Approving authority	$T_2$	
Intimating to the Successful Bidder (subject to receipt of approval from the authority) i.e issue of Letter of Acceptance	$T_2 + 2$	
Receipt of Security Deposit and execution of agreement	$T_2 + 7$	
Receipt of Consignee details from the end-user Department	$T_2 + 7$	
Issuance of Work Order / Purchase Order	$T_2 + 10$	<b>Post Tender Stage: 10</b>
		<b>Total : 120 DAYS</b>

The above schedule is on the assumption that Technical specification and scope of work is arrived in time in co-ordination with the user department and Technical committee by 30 Days and Bid opening by the proposed due date. In the event of any of the timeline extends, the time schedule of the remaining events shall be extended.

Also, release of Letter of Acceptance is subject to receipt of fund, and and Consignee list from the end-user department.