



कार्यालय अपर महानिदेशक
राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी
क्षेत्रीय परिसर, जयपुर
117, सन्तोष नगर, सिविल लाईन्स मेट्रो स्टेशन के पास, अजमेर रोड़, जयपुर-302006
(Mail ID-nacinzti-jai-rj@gov.in; Tel.No.0141-2225001-4, Fax No.0141-2225002)



F.No.I(22)09/BUS/ZC/JPR/2019-20 /553

Date – 14.05.2019

ई-निविदाएं आमंत्रित करने का नोटिस

भारत के राष्ट्रपति महोदय की ओर से, इस कार्यालय के लिए निम्नलिखित कार्य हेतु <http://eprocure.gov.in/eprocure/app> पर द्विबोली प्रणाली के अंतर्गत ऑनलाइन ई-निविदाएं आमंत्रित की जाती हैं-

क्र.सं.	टेण्डर आई.डी. नम्बर / रेफरेन्स नम्बर	कार्य का विवरण
1.	2019 DREV 469414 1 F.No.I(22)09/BUS/ZC/JPR/2019-20 dated 13.05.2019	किराये पर 2x2 पुश बैक डिलैक्स बस उपलब्ध करवाने हेतु।

- निविदा का प्रपत्र एवं अन्य विवरण <http://eprocure.gov.in/eprocure/app> अथवा <http://centralexcisejaipur.nic.in> वेबसाइट से प्राप्त किए जा सकते हैं।
- ऑनलाइन निविदा में आवेदन करने हेतु अंतिम तिथि 04.06.2019 को सांय 05:00 बजे तक है।

८

सहायक निदेशक
नासिन क्षेत्रीय परिसर, जयपुर

प्रतिलिपि-

- अधीक्षक (कम्प्यूटर), केन्द्रीय वस्तु एवं सेवाकर आयुक्तालय, जयपुर को विभागीय वेबसाइट में प्रकाशन हेतु।
- M/s S.Jee Advertising LLP, 104, Near India Bulls, 1st Floor, INOX, Vaishali Nagar, Near Amrapali Circle, Jaipur को प्रेषित कर लेख है कि उक्त निविदा सूचना को दैनिक भास्कर/राजस्थान पत्रिका के सम्पूर्ण जयपुर संस्करण में 56 स्क्वायर से.मी. तक के कॉलम में डी.ए.वी.पी. दर पर प्रकाशित करवाने का श्रम करें।
- नोटिस बोर्ड।

सहायक निदेशक
नासिन क्षेत्रीय परिसर, जयपुर



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F.No.I(22)09/BUS/ZC/JPR/2019-20/

Date - 13.05.2019

E-TENDER NOTICE FOR HIRING OF AIR CONDITIONED BUS

On behalf of the President of India, online e-tenders are invited from reputed firms/ companies / agencies supplying **2x2 Push Back AC Deluxe Bus** with drivers on hire basis for one year from 01st June, 2019 to 31st May, 2020 for travelling of departmental officers on "Call Basis" for local as well as outstation travel during trainings organized by NACIN Zonal Campus, Jaipur. The tentative training dates are given below -

S.No.	Name of the Course	Tentative Training Dates	Tentative Requirement of Bus
1.	Induction Course for Newly recruited / promoted Inspectors	17.06.2019 to 02.08.2019	(a) RPA to NACIN Campus - 28 days approx. (b) Local Jaipur - 5 days
2.	Induction Course for Newly recruited / promoted Inspectors	19.08.2019 to 04.10.2019	- do -
3.	Furbisher Course for Inspector	14.10.2019 to 25.10.2019	(a) RPA to NACIN Campus - 7 days approx. (b) Local Jaipur - 3 day
4.	MTCP for Superintendents	04.11.2019 to 15.11.2019	(a) RPA to NACIN Campus - 10 days approx. (b) Local Jaipur - 1 day
5.	Furbisher Course for Inspector	02.12.2019 to 13.12.2019	(a) RPA to NACIN Campus - 7 days approx. (b) Local Jaipur - 3 day
6.	MTCP for Superintendents	20.01.2020 to 31.01.2020	(a) RPA to NACIN Campus - 10 days approx. (b) Local Jaipur - 1 day

The above training dates are indicative only and mentioned only for the convenience of bidder to calculate their rate for financial bid. These dates can be changed or on being cancelation of training programme, bus may be not required or on addition of any training program during the contract period, more dates may be added for hiring of bus. In both cases, a seven days prior information will be furnished to the contractor.

Interested firms / companies / agencies willing to comply with the terms and conditions annexed to this notice, may submit their bids online on or before 4th June, 2019 by 05:00 PM.

There should be attachments for Technical Bid **(Annexure-A)**, Financial Bid in BOQ Format **(Annexure-B)**, Tender Acceptance Letter **(Annexure-C)**. Instructions for Online Bid Submission are given the **Annexure-D**. The Financial Bid/Bids will be taken

up only if the technical specifications as per Annexure-A found to be satisfactory otherwise the tender will be straightway rejected. Details of tender notice are also available on the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, <https://eprocure.gov.in/epublish/app> and centralexcisejaipur.nic.in.

The details of the Buses with 29 and 45 seater capacity with following requirements on "Call Basis" for local as well as outstation travel -

- (A) Pick up and drop from Rajasthan Police Academy, Nehru Nagar, Jaipur to NACIN Zonal Campus, 117, Santosh Nagar, Near Civil Lines Metro Station, Ajmer Road, Jaipur and local Jaipur (Travel minimum 20 Kms. to maximum 60 Kms. per day)
- (B) Travel within Rajasthan

2. Document Download:

Tender documents may be downloaded from Central Public Procurement Portal at <https://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <https://eprocure.gov.in/eprocure/app>. The portal enrollment is free of cost. Bidders are advised to go through instructions provided at CPP Portal.

3. Critical Dates:

The Critical Dates for the Tender reference no. I(22)09/Bus/ZC/JPR/2019-20 for bid Submission and processing are as under:

Published Date	14 th May, 2019 (11:30 A.M.)
Bid Document Download Start Date	14 th May, 2019 (11:30 A.M.)
Bid Submission Start Date	14 th May, 2019 (11:30 A.M.)
Bid Document Download End Date	04 th June, 2019 (05:00 P.M.)
Bid Submission End Date	04 th June, 2019 (05:00 P.M.)
Technical Bid Opening Date	05 th June, 2019 (10:00 A.M.)
Financial Bid Opening Date	Will be Intimated to Technically Qualified firms

4. Bid Submission:

Bids shall be submitted online only at CPPP website:
<https://eprocure.gov.in/eprocure/app>.

1. Tenderers can access Tender documents on the website, fill them with all relevant information and submit the completed Tender document into electronic Tender on the website <https://eprocure.gov.in/eprocure/app>.
2. Tenders and supporting documents shall be uploaded through e-procurement portal. Hard copy of the Tender documents shall not be accepted.

5. Earnest Money Deposit (EMD):

Earnest Money Deposit (EMD) or bid security of Rs.50,000/- (Rs. Fifty Thousand Only) shall be submitted by bidders in the form of Account Payee Demand Draft from any of the Nationalized / Commercial Banks in India, drawn in favor of Administrative Officer (DDO), NACIN, Faridabad. The Hard Copy of original documents in respect of Earnest

Money, must be produced, on or before Technical bid opening date/time as mentioned in critical date sheet.

Tenders will be treated as non-responsive and will be rejected, at the initial stage itself, if hard copy of EMD is not received on or before opening of Technical Bid.

6. Submission of Tender:

The tender shall be submitted online in Two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and the offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.


13/5/19
ASSISTANT DIRECTOR
NACIN ZONAL CAMPUS, JAIPUR

TERMS AND CONDITIONS OF THE TENDER NOTICE

1. The contract for providing bus on "Call Basis" will be given to the lowest bidder while meeting all the terms and conditions given in the tender document. To safeguard against failure by the successful service provider in providing requisite type of bus, this office may empanel other service providers who are prepared to provide services as per same terms and conditions as that of L-I (Firm who has quoted lowest rates) tenderer.
2. The bidder should have minimum five (05) years of experience in providing services of different type of vehicles to various organizations/institutions.
3. Last three financial years, i.e., 2016-17, 2017-18 & 2018-19 of ITR should be enclosed with the tender.
4. The bidders should not have been black listed in the past five years by any state / central govt. department. The bidder must give an affidavit for the same.
5. If any bidder/contractor(s) fails to meet any of the above eligibility criteria, he/she will be disqualified.
6. The bus deployed for the Department should be of latest model (First RTO registration not earlier than January 2016 and shall have clean seat covers, curtains and in good running condition). It should be comprehensively insured and should carry necessary permits/clearance from the Transport authority or any other concerned authority. The vehicle should also carry necessary pollution certificates issued by the competent authority.
7. The bus shall be for exclusive use of this Office and should not be used by the Service Provider for any other purpose during the hiring period.
8. The bus shall be made available on all days including Saturday, Sunday & Holidays, if required.
9. The service provider shall provide name & addresses of the drivers. The drivers deputed for service of this Office should not have any Police records/Criminal cases against them. He should make adequate enquiries about the drivers before deputing them for serving this Office.
10. The driver(s) shall observe all the etiquette and protocol while performing duty. They should wear a uniform & must carry a mobile phone in working conditions, for which, no separate payment shall be made by this office.
11. The driver(s) deputed on duty should carry valid driving license. They should also not be involved in more than two punches or challan for negligent driving. The Service Provider should also ensure that they have arrangement for establishing contact and round the clock service during the hired period.
12. This Office shall not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by the Service Provider.

13. The driver should be well conversant with roads and routes. The operation and functions of the Driver shall be governed as per the Motor Vehicles Act and Rules.
14. The driver should always remain with the vehicle during the entire period of duty. In case of any need, they should seek permission of the concerned officers.
15. The drivers should have a minimum experience of three years of driving, which should be verifiable from the date of issuance of his driving license.
16. In case of any breakdown of vehicle on duty, the service provider shall make arrangement for providing another vehicle. In such a case, mileage from garage to the point of breakdown would not be paid.
17. All expenses relating to salary and allowances of the driver shall be borne by the Service Provider. Like-wise all expenditure related to the vehicle including insurance, maintenance & fuel etc. will also be borne by the Service Provider.
18. The Service Provider shall undertake to indemnify the department against all damages / charges arising on account of or connected with the negligence of the service provider or his staff or any person under his control whether in respect of accident / injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof.

19. Penalties -

- (i) If the successful bidder fails to accept or unable to complete the supply within the time as agreed in the Tender, the EMD /Security amount is liable for forfeiture.
- (ii) If the firm fails / delay to supply any bus within delivery schedule given by NACIN, Jaipur, the department have to arrange the vehicle in higher rate by other source than difference of the cost will be recovered from the firms as a penalty.
- (iii) In case there is any complaint by the officers travelling in bus against the concerned staff of the vehicle, owner / successful bidder for not providing the adequate service, amount of Rs.1000/- will be deducted from the bill as non-refundable penalty.

20. In case quality of service by the service provider is found wanting, this office may terminate the contract with immediate effect. In case of such termination, services of other empaneled Service Providers may be utilized.

21. Under Section 194(c) of Income Tax Act and the rules framed thereunder, the Department is free to deduct the amount at the rate applicable under the rules from the monthly due and payable to the Agency as TDS and shall issue suitable TDS certificate to that effect to the Agency.

22. Under Section 51 of the CGST Act,2017, read with notification No.33/2017-Central Tax dated 15.09.2017, the Department is free to deduct the amount at the rate applicable under the monthly due and payable to the Agency as GST TDS.

23. This office will have the discretion terminate the contract prematurely in case of unsatisfactory service.

24. SECURITY DEPOSIT/PERFORMANCE SECURITY:

Successful bidder will have to deposit security of 5% value of the billing amount or Rs.50,000/- whichever is higher. The successful bidder can replace the EMD (deposited in the Form of Demand Draft or Banker's Cheque / FDR during the bidding process) with Demand Draft / Banker's Cheque / in favor of The Administrative Officer (DDO), NACIN, Faridabad. When the amount of performance guarantee crosses the amount of EMD then the successful bidder will have a deposit the amount of performance guarantee or the amount of Performance guarantee will be deducted from the running bill / payment due.

Performance security should remain valid for a period of **Sixty days** beyond the date of completion of all contractual obligations of the contractor. The Security Deposit / Performance Guarantee will be refunded without any interest only after the successful completion of the contract. The deposit is liable to be forfeited, if during the period of contract, the services of the contractor are found to be unsatisfactory in any respect, and/or any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the contractor or his employees. This forfeiture will be in addition to any action by the department that the contractor firm may invite upon themselves due to any of the reasons specified above.

25. During the period of this agreement, any matter which has not been specifically covered by this agreement shall be decided by the competent authority of this office whose decision shall be final.

26. No conditional bids shall be entertained by this office such bids will be rejected summarily.

27. In case of dispute of any kind and in any respect whatsoever, the decision of the competent authority shall be final and binding.

28. This office reserves the right to require fulfillment of other conditions, not expressly mentioned, which are consistent with use of vehicles on hire by this office.

29. Contract can be terminated by either party prematurely by giving advance notice of two month.

DECLARATION

I undertake that I have read all the terms and conditions of the tender notice and will abide by the same.

(Signature of Authorized Signatory with date and seal)

TECHNICAL BID**QUALIFYING CRITERIA FOR QUOTATION**

1.	Name of the Firm / Company / Agency	
2.	Status of ownership Proprietary /Partnership / Company	
3.	Address of the Firm / Company / Agency (with Tel. no./ Fax no. and Email)	
4.	Name & Address of the Proprietor / Partners / Director with mobile numbers	
5.	Details of Authorized person / signatory	
6.	Details of EMD of Rs.50,000/-	
7.	PAN No. of the Firm / Company / Agency as allocated by the Income Tax Department (Please attach self-attested copies of the PAN).	
8.	GST Registration Details (Please attach self-attested copies of the GST Registration Certificate)	
9.	Annual Financial Gross Turnover in transport services - 2016-17, 2017-18 & 2018-19	
10.	An Affidavit regarding that the bidder hasn't been blacklisted in the past five years by any Central / State Government on account of Transportation Services.	
11.	Experience in providing bus to PSU /Govt. Departments, copies of the latest contract papers / letters are to be attached.	
12.	Make/Model: Registration No. Copies of RC Book of 2x2 AC Deluxe Bus proposed to be hired with copies of the current Insurance Policy to be enclosed	
13.	Details of pending legal disputes relating to providing of vehicles, if any.	

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage; I/we will be blacklisted and will not have any dealing with the Department in future.

(Signature of Authorized Signatory with date)

CHECK LIST

S.No.	Particulars of Documents	To be submitted physically	To be scanned and uploaded alongwith the online bid	Tick the items
1.	Earnest Money (EMD) - Demand Draft	Yes	Yes	
2.	Permanent Account Number (PAN) No. of the Firm / Company / Agency	No	Yes	
3.	GST Registration Certificate, if applicable	No	Yes	
4.	Tender Acceptance Letter	No	Yes	
5.	Technical Bid document as per Tender document	No	Yes	
6.	Financial Bid (BOQ)	No	Yes	
7.	Latest copy of contract papers / letters as proof of experience to provide the bus in PSU / Govt. Dept.	No	Yes	
8.	RTO Registration Certificate of 2x2 Push Back AC Deluxe Bus proposed to be hired	No	Yes	
9.	Last three years ITR (2016-17, 2017-18 & 2018-19)	No	Yes	
10.	All Undertaking & Annexures of Tender	No	Yes	
11.	Proof of authorization of authorized person / signatory	No	Yes	

Note : All documents must be uploaded with self-attested / signed by authorized person, failing to which bid will be rejected at technical bid stage.

(Signature of Authorized Signatory with date)

FINANCIAL BID

PRICE BID

- (a) Price bid undertaking
- (b) Schedule of price bid in the form of BOQ_Bus Hiring.xls

PRICE BID UNDERTAKING

From: (Full name and address of the Bidder) _____

To,

Dear Sir/Madam,

I submit the Price Bid for _____ and related activities as envisaged in the Bid document.

- 2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
- 3. I offer to work at the rates as indicated in the price Bid, Annexure B exclusive of all applicable taxes.
- 4. I/We undertake that I /We have carefully studied all terms and conditions of the tender and shall abide by them. Further, it is certified that I/We have never been blacklisted by any Govt./PSU Department.

Yours Faithfully,

Signature of Authorized Signatory

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above-mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.) which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated, then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.

2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.

5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the sky blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9. Upon the successful and timely submission of bids (i.e., after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462,0120-4001002,0120-4001005 and E-Mail : support-eproc[at] nic[dot]in.