

Tender reference number	342206
Tender description	Rate Contract for Supply of Office Stationeries for GEL Offices

ONLINE PRE-BID MEETING & BID SUBMISSION ON N-PROCURE

1. PRE-BID QUERIES - PRE-BID MEETING shall be organized on-line as per date and time mentioned below:

Date – 14th September 2026

Time – 11.30 a.m. ONWARDS

Venue - Through Online-Cisco Webex

<https://gujenergy.webex.com/gujenergy/j.php?MTID=m3a2d1d0e53116386b05c204e70fbf7fb>

Monday, September 14, 2026 11:30 AM | 2 hours | (UTC+05:30) Chennai, Kolkata, Mumbai, New Delhi

Meeting number: 2511 083 6570

Password: DUdw

Guideline/ User manual for attending online pre-bid meeting is attached at **Annexure-B**.

All interested BIDDERS shall ensure submission of pre-bid queries in the format provided in the tender **prior to pre-bid meeting date**. OWNER shall not be liable to revert on any query post Pre bid meeting.

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2. DOCUMENT UPLOADING ON N-PROCURE:

Considering ongoing lockdown and associated uncertainties pertaining to courier related services for dispatch of physical copy of bid documents (i.e. Packet 1 and Packet 2 as detailed in Clause No 15 – Submission of Bids) as mentioned in tender document; uploading of primary and technical stage documents on e-tendering portal nprocure has been activated.

Hence, bidder/s can attach technical bid documents as sought in the tender and required vide the above mentioned clause directly on nprocure portal. Bidders are encouraged to use the RTGS payment option as described in the tender for payment of Tender and EMD. In case bidder wishes to submit Bank Guarantee towards EMD, details of the Bank Guarantee must be entered on the nProcure portal and scanned copy of the same must be uploaded. The original Bank Guarantee must be couriered in parallel. Subject to independent confirmation from the bank for issuance of such BG and receipt of original BG, bid shall be considered for further evaluation.

Following points may be noted that while uploading documents in primary as well as technical stage of tender.

1. Click "Browse" to select a file (.pdf, .doc, .txt, .xls, .ppt, .pps, .png, .gif, .jpg, .zip, .rar) to upload.
2. Please upload the documents in black/white resolution with 75-100 DPI only.
3. Maximum File Size to upload is 3 MB. i.e. Per document size should not be more than 3 MB. However, there is no restriction on number of documents that can be uploaded; just size restriction of 3 MB per document to be adhered to.
4. File Name Cannot Accept Special Characters Like (' % @ < > : * ? | & ~ ^)
5. File Name should not be greater than 70 characters.