



NATIONAL ALUMINIUM COMPANY LIMITED

E-AUCTION with Forward bidding for sale of EC Grade Aluminium Ingots
(Product Code IE-07; min. 99.7% purity) on ex-Works (Angul, Odisha) basis.

BY E-AUCTION (FORWARD BIDDING) (THROUGH NIC PLATFORM)

<https://eauction.gov.in/eAuction/app>

(Complete e-auction document is available on e-auction website <https://eauction.gov.in> Corrigendum,
if any, shall only be available on above websites)

AUCTION REF. NO. NAL/DM/AUC/2020/002

**MARKETING DEPARTMENT,
NATIONAL ALUMINIUM COMPANY LIMITED,
CORPORATE OFFICE
NALCO BHAWAN, P/1, NAYAPALLI
BHUBANESWAR - 751013**

Table of Contents

Sl. No.	Section	Details of the auction document	Page No.
1	Section - I	Notice Inviting Auction, Time Schedule and Key Details	3
2	Section - II	Terms and Condition	6
3	Section - III	Instruction to Bidder	15
4	Section - IV	Annexures	21
5	Section - V	Glossary	31

Section-I

NOTICE INVITING E-AUCTION TIME SCHEDULE AND KEY DETAILS

**MARKETING DEPARTMENT,
NATIONAL ALUMINIUM COMPANY LIMITED**

NOTICE INVITING AUCTION

Auction Ref. No. NAL/DM/AUC/2020/002

Date: 19.06.2020

Auction Description: National Aluminium Company Limited (hereinafter referred as Nalco) invites bids from registered bidders in NIC through the e-auction system, Government of India at <https://eauction.gov.in/> for the sale of following Primary Aluminium Products of Nalco Brand. The e-auction will be opened for the eligible bidders on 25.06.2020 from 12 Noon to 5:00 PM.

Commodity Details

Lot	Description/ Grade of the Commodity	LOT category (in MT)	Reserve Price (in Rs.)	Earnest Money Deposit (in Rs.)	Point of Sales/ Despatch
1.	EC Grade Aluminium Ingots having minimum purity of 99.70% (IE07)	18	As per BOQ	10,000/-	Ex-Smelter Plant, Nalco Nagar, Angul
		100	As per BOQ	50,000/-	Ex-Smelter Plant, Nalco Nagar, Angul
		500	As per BOQ	2,50,000/-	Ex-Smelter Plant, Nalco Nagar, Angul

Time Schedule and Key details of the e-auction:

Sl.	Particulars of Auction	Date and Time
1	e-Auction Published Date	19.06.2020 1530 Hrs
2	EMD & Document Submission Start Date	19.06.2020 1535 Hrs
3	EMD & Document Submission End Date	22.06.2020 1600 Hrs
4	Approval Start Date	22.06.2020 1605 Hrs
5	Approval End Date	24.06.2020 1000 Hrs
6	Auction Start Date	24.06.2020 1200 Hrs
7	Auction End Date	24.06.2020 1700 Hrs
	Other key Particulars	Details
8	Type of e-Auction	Forward Auction
9	Lot type	Multi lot
10	Auction place	https://eauction.gov.in
11	Auction Fee	Nil
12	Earnest Money Deposit	Yes (Refundable)
13	Payment Instrument for EMD	E-Payment through NEFT/RTGS
14	EMD Exemption Allowed	All Central/State Govt./ PSUs are exempted from depositing EMD.

Section II

TERMS AND CONDITIONS

GENERAL TERMS AND CONDITIONS

1.0 Forward e-Auction document consisting of qualification, information and eligibility criteria of bidders, specifications and the set of terms and conditions of the contract to be complied by the bidder, is publicly visible in the website <https://eauction.gov.in> and the intending bidder can download the documents at free of cost from the website.

Earnest Money Deposit (EMD) & Auction Fee:

1.1 EMD: The EMD amount shall be required to be deposited by interested bidders as per the following table:

S. No.	Lot category (in MT)	Minimum no. of lots to be quoted by bidder	Maximum no. of lots to be quoted by bidder	EMD amount (in Rs.) for each lot category
1	18	1	5	10,000/-
2	100	1	4	50,000/-
3	500	1	4	2,50,000/-

If any bidder wishes to participate in more than one lot category as tabulated above, total EMD to be deposited in that case shall be the sum of EMD amounts against individual lot category. For example, any bidder willing to participate in the lot category having Sl. Nos. 2 and 3 must deposit EMD amount of Rs. 3,00,000/-.

1.2 Mode of Payment of EMD: e-Payment through NEFT/RTGS. The proof of EMD payment shall be required to be uploaded along with the bid documents. The payment through e-mode may be made to below account:-

Account No.:10044880024

IFSC Code: SBIN0009817

Beneficiary: National Aluminium Company Limited.

Bank & Branch: State Bank of India, Nalco Corporate Branch, Bhubaneswar.

1.3 Auction Fee: Nil

2.0 EMD:

- a) Earnest Money Deposit is specified in table at S. No. 1.1 above, separately for each lot category depending on the quantity or lots the bidder is interested in. EMD shall be accepted only in the form of e-payment. Any other mode of payment shall not be accepted under any circumstances. Bidder shall have to upload the transaction details like UTR No., date/time of remittance and amount remitted towards Earnest Money Deposit (as a legible PDF file) before Document Submission. Last Date & Time is specified at <https://eauction.gov.in> as a part of the submitted online auction documents and any bid shall be liable to be rejected on failure to upload the requisite documents within Document Submission Last Date & Time.
- b) Interested bidders may note the following:
 - If any buyer wishes to participate in bidding for 5 Lots of 18 MT each, a total EMD of Rs. 10,000/- is to be deposited by them. However, during submission of documents, the buyer is required to specify EMD amount of Rs. 50,000/- in the e-auction portal in order to select all five lots. Similarly, any bidder interested in selecting 3 Lots only should specify EMD amount of

Rs. 30,000/- in the e-auction portal, although actual EMD amount is Rs. 10,000/- only.

- If any buyer wishes to participate in bidding for 4 Lots of 100 MT each, a total EMD of Rs. 50,000/- is to be deposited by them. However, during submission of documents, the buyer is required to indicate EMD amount of Rs. 2,00,000/- in the e-auction portal in order to select all four lots. Similarly, any bidder interested in selecting 2 Lots only should specify EMD amount of Rs. 1,00,000/- in the e-auction portal, although actual EMD amount is Rs. 50,000/- only.
 - If any buyer wishes to participate in bidding for 4 Lots of 500 MT each, a total EMD of Rs. 2,50,000/- is to be deposited by them. However, during submission of documents, the buyer is required to indicate EMD amount of Rs. 10,00,000/- in the e-auction portal in order to select all four lots. Similarly, any bidder interested in selecting 2 Lots only should specify EMD amount of Rs. 5,00,000/- in the e-auction portal, although actual EMD amount is Rs. 2,50,000/- only.
- c) Any attempt to upload/attach any additional documents other than the already submitted EMD & other related documents shall be construed as Bidder's attempt to influence the Bid process, and the bidder will be summarily rejected.
- d) All Central Govt. /State Govt. /PSUs are exempted from depositing EMD.
- e) Earnest money shall be refunded to all unsuccessful bidders through e-Payment mode only, after the acceptance of the Highest Price Bid. For facilitating the refunds, bidders shall be required to fill up and submit the Bank Mandate Form available for download along with the e-Auction documents.
- f) Earnest Money Deposit of the successful bidder shall be adjusted in the Sale amount and the balance amount is to be remitted by the way of e-Payment through NEFT/RTGS. Bidder may also make financial arrangement through Letter of Credit (L/C) as per Nalco's standard format having maximum usance period of 180 days. For such payments, EMD amount will not be adjusted / utilised for despatches and shall be refunded upon successful completion of despatches.
- g) Nalco reserves the right to forfeit the EMD amount if successful bidder fails to make firm financial arrangement towards their full allocated quantity within 3 working days from the date of receipt of sale confirmation as mentioned in e-auction document.
- h) Bidder should pay EMD amount as specified in table at S. No. 1.1 above.
- i) **The EMD will not carry any interest.**
- j) The Earnest Money Deposit will be refunded to the unsuccessful bidders by Nalco after intimation of the rejection/non-acceptance of their auction within a period of 7 working days from the date of auction.

3.0 FORFEITURE OF EMD :

The Earnest Money Deposit of the bidder will be forfeited:

- 3.1. If he withdraws his auction bid or backs out after acceptance of the auction bid.
- 3.2. If he revises any of the terms quoted during the validity period.
- 3.3. If he violates any of the conditions of the auction specification.

- 3.4. If the documents furnished with the offer being found to be bogus or the documents contain false particulars.
- 3.5. If the successful bidder fails to lift the allocated quantity within the stipulated time.
- 3.6. If the successful bidder fails to execute the order placed on them to the satisfaction of Nalco.
- 3.7. If the entire sale amount covered by the Sale Order is not remitted by Successful Bidders within the stipulated time.

4.0 DOCUMENTS TO BE UPLOADED:

- i. The required documents should be scanned and uploaded in online at <https://eauction.gov.in> before Document Submission Last Date. Physical submission of any document or bid will not be entertained & will be summarily rejected.
- ii. The bidder must upload/submit valid GSTIN and PAN to participate along with the auction documents without which no auction form will be accepted.
- iii. Only those bidders whose submitted documents are found to be meeting the eligibility criteria upon scrutiny shall be permitted to participate in the auction.

5.0 BID LANGUAGE:

All documents to be uploaded by the Bidder shall be in English language only. In case the Bidder intends to upload a document which is not in English but in any of the other scheduled language in the country, the Bidder shall also submit a Notarized version of the English Translation.

6.0 RESERVE / BASE PRICE:

- 6.1 The base price/reserve price for each lot category is calculated on basis of Nalco's assessed market price which will be exclusive of GST or any other taxes as per rule.
- 6.2 The Reserve price for each lot category shall be different and bidder has to quote over and above the same. Reserve price will be declared in the BOQ document.
- 6.3 Other discounts like Advance payment discount of Rs.500/- PMT, North freight subsidy of Rs.500/- PMT applicable for defined Northern region based customers & consignee and PSU discount of Rs.500/- PMT applicable for PSU buyer and consignee, will also be applicable on the final price, if the buyer meets the above criteria of discount (will be applicable only during invoicing). GST will be applicable over and above the final price after the above discounts, if applicable.

7.0 SIGNING OFF-AUCTION:

- 7.1 Any document submitted online at <https://eauction.gov.in> shall be digitally signed.
- 7.2 Every time a new rate is quoted during bidding process, it shall be digitally signed.

8.0 PLACE OF SUPPLY:

- 8.1 The metal will be sold and delivered on ex-Plant basis from Angul, Odisha. The Earnest money deposit will be liable to be forfeited for violation of the terms and condition laid down in the e-auction notice in any manner.
- 8.2 The materials offered for sale shall be available at Nalco's Smelter Plant at Angul (Odisha). The successful bidder has to arrange for transportation of their allocated quantity from the point of sale to their premises at their own expense.

9.0 SELECTION OF H1 BIDDER:

- 9.1 In Multilot e-auction, each lot will be opened for bidding in parallel separately at their scheduled Date & Time (as mentioned in Section-I Notice Inviting Auction "Time Schedule and Key Details"). Bidder has to bid for each Lot separately and shall freeze their rate each time by digital signing.
- 9.2 Reserve Price stipulated by Nalco against all lot categories shall be inclusive of all charges but excluding GST. Payment of GST amount (currently @18%) shall be required to be made by the successful bidder over and above the bid price upon acceptance of offer by Nalco.
- 9.3 After the completion of the bidding process of all the Lots, the successful bidder (H1) along with the rank of other bidders corresponding to each Lot will be visible to all the bidders on the screen of the e-auction portal.
- 9.4 The successful Bidder / Bidders selected through e-auction process will be declared by Nalco **within 2 working days** from the closure of bidding through issue of Award of Auction (AOA) in the online e-Auction portal <https://eauction.gov.in> and acceptance e-mail shall also be sent to the H1 bidder in their respective lot.

10.0 NO BID ON A LOT:

If the bidding of one or more Lots ends with a zero bid, then Nalco reserves the right to take any necessary decision (such as cancel the Auction/ Re-auction/ Proceed without zero bid Lot etc.) without serving any prior notice and the decision taken by Nalco will be final.

11.0 ISSUE OF SALE ORDER AND CONDITIONS FOR LIFTING OF MATERIALS:

- 11.1 The Sale Order shall ordinarily be issued immediately upon receipt of full Sale amount from the successful Bidder for clearance of the sold materials from the stipulated point of sale. The Purchased material should be lifted completely by the Successful Bidder from the point of despatch within **7 working days** (Seven) from the date of issue of the sale order.
- 11.2 If the Successful Bidder fails to lift the purchased materials within the above time limit either partly or fully, then Nalco reserves the right to liquidate the remaining quantity by offering the same to other buyers at the risk and cost of the successful bidder.
- 11.3 However, in exceptional cases where the successful bidder is unable to lift material due to reasons beyond their control, time extension may be granted for lifting the material at the sole discretion of Nalco.
- 11.4 A shipping tolerance of upto 5% shall be permissible from the sale order quantity. Credit balance available with Nalco after completion of despatches

shall be refunded without interest to the successful buyer within 30 days of completion of despatches.

- 11.5 The release of the materials will be done only to the nominated transporter of the Successful Bidder.
- 11.6 The materials shall be weighed in the weighing machine/weigh bridge available at Nalco's point of sale. All bundles of materials carry individual tags/identification issued by Nalco, which specify the quantity and grade of material. Apart from these, material test certificates specifying the chemical composition and physical properties of the material shall also be issued at the time of despatch.

12.0 QUOTING THE RATE:

- 12.1 The rates shall not include any GST or any other taxes and duties. Outstation bidder may acquaint themselves with local obligation of such taxes etc. from the local authorities before they participate in the auction. Payment of GST as applicable shall be made by the purchasers in addition.
- 12.2 Written intimation regarding acceptance of rate of the H1 bidder (acceptance letter) shall normally be issued within 2 working days from the end of bidding.

13.0 CONFIRMATION/ACCEPTANCE OF RATES:

Confirmation/acceptance of rates would be published in <http://eauction.gov.in> and also will be communicated by e-mail. Time given therein will be counted from the date of issue of acceptance by Nalco. **Normal period for the remittance of sale amount i.e. accepted rates would be 3 (three) working days from the date of issue of sale acceptance by Nalco.** On receipt of payment the sale order will be issued. Any mode of payment other than e-Payment through NEFT/RTGS or L/C shall not be accepted under any circumstances.

The Successful Bidders should remit the entire amount covered by their allocated quantity within 3 working days from the date of receipt of acceptance by Nalco. If the entire sale amount covered by the allocated quantity is not remitted by successful bidders within the time stipulated above, the EMD paid for each lot category will be forfeited by Nalco without further intimation. The Sale Confirmation will be issued only to the Successful Bidder who has submitted the quotation. No change in name and address or transfer of Sale Confirmation will be permitted.

14.0 DELIVERY OF MATERIALS:

- 14.1 The sale order shall be issued by Nalco immediately upon receipt of firm financial arrangement from the buyer.
- 14.2 The H1 Bidders shall take delivery of materials within 7 working days from the date of issue of sale order.
- 14.3 The buyer may request for delivery of goods to their nominated consignee, but the invoice can only be raised in the name of the buyer.
- 14.4 The buyer needs to nominate a transporter who shall take delivery of material from NALCO on their behalf.
- 14.5 The buyer has to ensure uniform lifting of quantity through placement of truck during the delivery period to avoid last minute hassles.

- 14.6 NALCO will not be responsible for any non-placement of trucks by buyer's nominated transporter or failure in lifting of material.
- 14.7 The rates offered by the highest Bidder will remain firm throughout the contract.
- 14.8 Material lifting shall be as per the guidelines of Nalco only. Buyer shall have no rights to choose/ pick the material out of total lot.
- 14.9 Transit insurance for the goods despatched from the point of sale is to be arranged by the Buyer. Buyer shall be liable for any loss in transit for which insurance is to be taken by the Buyer.

15.0 TERMS OF PAYMENT:

The mode of payment of sale amount shall be through advance payment in e-mode or Usance Letter of Credit (LC) with maximum usance period of 180 days through first class bank within 03 (three) working days from the date of receipt of Nalco's sales confirmation. Once the entire sale amount has been deposited, any request or claim to refund the amount in whole or part shall not be entertained under any circumstances. The LC has to be as per NALCO's standard format and be acceptable to NALCO. All charges applicable against LC shall be borne by the buyer.

16.0 NO SHOW OF THE WINNING (H1) BIDDER/ BIDDERS:

- 16.1 In case the selected Highest (H1) bidder / Bidder does not contact/respond to Nalco's acceptance offer within 3 (three) working days from the date of issue of AOA (Award of Auction) at <https://eauction.gov.in> and/or 7 working days from the date of Sale order, then the EMD shall be forfeited and other actions may be initiated including blacklisting the Bidder and re-allocation of the goods at the cost of the defaulter, after obtaining legal advice.
- 16.2 In case the selected Highest (H1) bidder/ bidders do not lift the allocated stock (wholly or partly) within 7 working days after issue of sale order, then the entire amount would be forfeited forthright and other actions may be initiated including blacklisting the bidder, debarring the bidder from participation in any of Nalco's e-Auctions for a period of 3 months and re-allocation of the goods at the cost of the defaulter, after obtaining legal advice.
- 16.3 In continuation to the above clause, any claim or request from the H1 bidder/ bidders to lift the whole/remaining allocated stock after 7 working days from the issue of the sale order from Nalco shall not be accepted under any circumstances.
- 16.4 Nalco reserves the right to re-auction the whole/remaining allocated stock which has not been lifted by the H1 Bidder / Bidders after 7 working days from the issue of the sale order at the risk and cost of the buyer.

17.0 RIGHT TO REJECT/ ACCEPT:

- 17.1 Nalco has every right to accept/reject any/all auctions with or without assigning any reason. Nalco also has the right to cancel the auction at any stage/ at any point of time with or without assigning any reason.
- 17.2 Nalco reserves the right to accept or reject any bid including the highest H1 rate without assigning any reason.

- 17.3 Nalco reserves the right to accept the highest eligible auction price.
- 17.4 Nalco reserves the right to reduce the quantities to be sold if necessary during the pendency of the Auction.
- 17.5 Nalco reserves the right to distribute the quantities to more than one successful Bidders. In case there is still some quantity left unallocated after allocation to H1 bidders in each lot, Nalco may, at its discretion, offer whole or part of the unallocated quantity to H2 bidder in any of the lot categories at their quoted price. The H2 bidder in such case shall accept the offered quantity as per timeline mentioned at sl. Nos. 13 and 14 above.
- 17.6 Nalco reserves the right to reject conditional offers.

18.0 PRODUCT SPECIFICATION OF LOTS:

Nalco's Standard Product Specifications, along with acceptable tolerances in quality parameters, shall be available for download along with the Auction documents as annexed at Annexure-V. Any claims by bidders regarding quality of delivered goods within the specified tolerances shall not be entertained.

19.0 VALIDITY:

- 19.1 The rates should be kept valid for **two working days** from the date and time of end of Auction.
- 19.2 Further, the bidder shall agree to extend the validity of the bids without altering the substance and prices of their Bid for further periods, if any, required by Nalco.
- 19.3 No Bidder will be allowed to withdraw the offer within the validity period specified. If the auction is withdrawn by the bidder before the expiry of the validity period, the Earnest Money Deposit paid will be forfeited. The bidder cannot quote his own validity period and if done so, the bid will not be considered and will be liable for rejection.

20.0 GOODS & SERVICE TAX (CGST /SGST /IGST)

The applicable Goods & Service tax is extra to be paid by the bidder. However if due to any change in law the GST is levied on the date of sale, the same will have to be paid extra by the successful bidder.

21.0 GST E-WAYBILL:

The Government of India has notified E-waybill system for interstate/intrastate movement of goods. Hence it is informed that generation of e-way bill and responsibility of the Buyer or their transporters.

22.0 TERMINATION OF CONTRACT:

Nalco upon written notice of default to the contractor shall terminate the contract under the following circumstances:

- 22.1 If in the judgment of Nalco, the buyer fails to complete the despatches within the time specified for the same in the contract or within the period for which extension has been granted by Nalco to the contractor.
- 22.2 If in the judgment of Nalco, the contractor fails to comply with any other provision of the contract.

23.0 OTHER TERMS AND CONDITIONS:

- 23.1 In case of any dispute regarding the contract, the decision of Nalco shall be final and binding. If there is any dispute as to the last or highest bid, the dispute shall be determined by Nalco and their decision shall be final and binding to all.
- 23.2 The Bidders should furnish their full and clear Postal address and e-mail address in the Auction documents and all their subsequent correspondences. If the Sale confirmation or Sale Order or any other correspondences are not received by the buyer due to invalid address, Nalco will not be held responsible for it and it will be assumed that the Bidder has backed out and is not interested in the purchase of the items covered by this Specification. Hence, the Bidders are requested to make proper arrangements for it. Nalco will not be responsible for any loss or delay in transit of the Auction documents due to wrong or incorrect Postal/e-mail address.
- 23.3 Any guideline not mentioned in the auction notice will be as per NALCO's Standard Terms and conditions for sale of Metal, which are published in Nalco's website, www.nalcoindia.com. No other terms and conditions beyond the terms and conditions as stipulated in this auction notice will be entertained.
- 23.4 Conditional offers will be deemed to be invalid and will be rejected.
- 23.5 No plea citing misunderstanding or ignorance of conditions put forth subsequent to any confirmation of sale shall be accepted.
- 23.6 The successful bidder / buyer shall not sublet, transfer or assign the contract or any part thereof to any third party, without the previous written approval of Nalco.
- 23.7 Saturdays, Sundays and closed holidays shall not be considered as working days.

Section III

**INSTRUCTION TO
BIDDERS**

1) **REGISTRATION & ENROLLMENT OF DSC:**

- a) The Bidder shall enroll himself/herself/themselves in the e-auction portal <https://eauction.gov.in/> and obtain User ID and Password for bidding.
- b) To participate in the e-auction, the bidder shall also have a valid Class 3 Digital Signature certificate (DSC), obtained from either of the certifying authorities, as enlisted by Controller of Certifying Authorities (CCA) at <http://cca.gov.in>.

2) **PRE-QUALIFICATION CRITERIA**

In order to participate in Nalco's e-Auction for sales of Aluminium products, the interested bidders should meet the following qualification criteria:

S. No.	Qualification Criteria	Supporting Document (to be uploaded)
1.	Bidder must have a valid GST Registration, in which business activities must mention manufacturing/dealing in Aluminium/Non-ferrous metals.	Copy of GST Registration Certificate
2.	Bidder must have a valid PAN	Copy of Proprietor's/Partners'/Company's PAN card.
3.	Submission of EMD Amount	e-Payment details (UTR No. , Date and Amount

Existing customers of Nalco's Aluminium products (those having Customer Code in Nalco's records) are exempted from submitting the above documents (except EMD).

3) **FIRMS ELIGIBLE TO BID:**

The Firms who:

- a) Satisfy the pre-qualification criteria as above. In case any bidder is not found satisfying any of such criteria as fixed, his/her/their bid will be summarily rejected. The bidder shall upload all the Technical and Financial particulars in a legible PDF file.
- b) Are not blacklisted or debarred or suspended by the Government for whatever the reason, prohibiting them not to continue in the contracting business.
- c) Have complied with the eligibility criteria specified above are the eligible bidders.

4) **DISQUALIFIED / DEBARRED / SUSPENDED / BLACKLISTED CRITERIA:**

A bidder shall be liable to be disqualified/debarred/suspended/blacklisted from participation in the e-Auction if they:

- a) Furnish false/ fabricated particulars in the forms, statements and / annexures submitted in proof of the qualification requirements and/or
- b) Do not respond to Nalco's sales confirmation after awarding H1 for the auction.
- c) Have record of poor progress such as abandoning the contract, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- d) Even while execution of the contract, if found that the contract was awarded to the Bidder based on false/ fake credentials, the Bidder will be blacklisted and necessary action will be taken as per rules.
- e) Any definite attempt of profiteering by any bidder will render himself liable to be debarred permanently from bidding or for such period as the bid accepting authority may decide.

5) **COST OF BIDDING:**

The bidder shall bear all costs associated with the preparation and submission of the auction document(s) and the auction inviting authority will in no case be responsible and liable for those costs.

6) **AMENDMENT TO AUCTION DOCUMENTS:**

Before the last date for submission of documents, the bid Inviting Officer may modify any of the Contents of the Auction Notice, Auction documents by issuing amendment / Addendum/corrigendum. Any addendum/ amendments/ corrigendum issued by the Auction Inviting Officer shall be part of the auction Document and it shall be published in the e-auction portal at <https://eauction.gov.in/>. However, NALCO shall bear no responsibility or liability arising out of non-receipt of the same in time or otherwise. Bidders are requested to visit the website frequently to check whether there are any related Corrigendum(s) or not.

7) **LIST OF DOCUMENTS TO BE SCANNED AND UPLOADED:**

- a) Digitally Signed NIA.
- b) Scan copy of payment details towards EMD (RTGS/NEFT transaction details).
- c) Scanned copy of GST Registration certificate and PAN Card. **Existing customers of Nalco need not submit these documents.**
- d) If any of the documents contain multiple pages, bidder shall scan and submit all the pages of the related documents in a single PDF file. Missing of any pages in any documents will be considered as an invalid document and the related bidder shall be treated as disqualified/rejected. Any attempt to submit the missing pages physically will not be accepted/processed.
- e) If any of the above mentioned documents is not applicable for a particular bidder, then he /she shall prepare a PDF Document containing the Remark as “NOT APPLICABLE” with Name and Address of the bidder, and upload the same in the e-auction portal <https://eauction.gov.in>
- f) Bank Mandate form duly filled.

8) **SUBMISSION OF DOCUMENTS:**

- a) On publication of the auction, bidder shall download the NIA and all the work items from website as mentioned in the NIA and minutely go through the instructions/terms conditions/critical dates/eligibility criteria of the NIA.
- b) All the documents mention in the Section-III Clause 7 (List of the documents to be scanned and uploaded) must be submitted online at <https://eauction.gov.in/>, digitally signed, before ‘Document Submission last Date & Time’. Any failure to submit the required documents (as specified in Section-III clause 7 “List of documents to be scanned and uploaded”) before ‘Document Submission last Date & Time’ will not be entertained and will be summarily rejected.
- c) Bidder shall have to scan all the required documents mentioned in this NIA into PDF format of 100 dpi resolution, for uploading as part of Bid.
- d) If any of the certificates/documents furnished by the Bidder, found to be false/fabricated/ bogus, the bidder will be liable to blacklisted and their E.M.D. will be forfeited.
- e) All documents have to be digitally signed by the authorized signatory of the bidding party.

9) **EVALUATION/APPROVAL OF DOCUMENTS:**

- a) All the documents submitted by the Bidders will be opened and downloaded on 'Approval Start Date' and scrutinizing by the NALCO officials.
- b) During scrutinizing process, if any confusion arises in any of the documents, bidder may be called/contacted to send the original documents and produce the same in front of NALCO officials.
- c) After scrutinizing of all the documents, only eligible bidders who fulfill the Forward e-auction terms & conditions would be allowed to participate in the bidding process. The bidders who are rejected during scrutinizing would not be allowed to participate in the bidding process.
- d) NALCO shall announce the evaluation/approval status before 'Approval End Date' online at <https://eauction.gov.in/>

10) Auction Parameters

Description	Value
Auction Base Price/ Reserve Price	As per the calculation of each lot based on NALCO market assessment as indicated in the Section I of this document
Incremental Value	Rs. 100/- (Rupees One Hundred Only) per MT, shall be adjusted according to lot size. e.g. if the lot size is 18 MT, incremental value shall be in multiples of Rs. 1,800/-.
Elapse Time Interval In Minutes	5
Bid Auto Extension In Minutes	5
Max Seal Percentage	1%
Display Bidder Details	Mask

- a) **Auction Start Date & Time and Auction End Date & Time:** - Live auction would be conducted during this period.
- b) **Auction Base Price/Reserve Price:** It is the base price which has been set as the starting price of the e-auction. Bidder will not be allowed to quote the rate less than the base price.
- c) **Incremental Value:** It is the minimum value/ amount an auction bid must be raised each time the current highest bid is surpassed.
- d) **Auction Elapse Time in minutes:** It is the time factor in minute(s) before the 'Auction End Time' and acts as a trigger for auto extension of current auction. If a bid is received successfully within these minutes, the auction will be extended by specified timeperiod.
- e) **Auction Bid Auto Extensions in minutes:** The Auction End Time will be extended by this 'Auto Extension Time in Minutes', If a bid is received successfully within 'Elapse Time in Minutes. Process will continue till no bid is received during the Auction elapsetime.
- f) **Max Seal Percentage:** It defines maximum value a bidder can quote in multiples of incremental value. In case of Forward Auction, in order to displace a standing highest bid and to become "H1", a bidder can offer a minimum bid increment or in multiples of incremental value up to or below Max Seal %. **But NALCO has fixed seal percentage as 1%.**
- g) **Display Bidder Details:** It allows the Auction Inviting Authority to hide the identity

of one bidder from another. If Auction Inviting Authority chooses “Show” option, then one bidder can see the identity of another bidder. If Auction Inviting Authority choose “Mask” option, then one bidder cannot see the identity of another bidder, rather one bidder can only see the ID of another Bidder.

11) Period of e-auction:

The bidding session shall open as per the schedule specified in the Section-I NIA “Time Schedule and Key details of the e-auction”. The bidding time will be allowed from 12 Noon to 5:00 PM excluding the extensions each of 5 minutes. The bid will be continued till the last auto extension time gets elapsed and the last quoted bid will be considered as H1 (Highest) price bid. A Bidder can modify the bid ‘n’ number of times and can quote the higher rate until the last bid data & time/ till elapse of auto extension time.

12) No Bid during e-auction:

During Forward e-auction, if no bid is received within the specified time (Auction Start Date to Auction End Date), bid will be cancelled. NALCO, as its own discretion, may decide to re-invite the bid.

13) Electronic Bidding Process Details:

13.1 Commencement of e-auction: Forward e-Auction shall commence at the time and date indicated in Section-I NIA “Time Schedule and Key details of the e-auction”. The bidder can offer their bid amount for the listed items. The starting bid amount should not be lesser than the reserved price mentioned in Section-III Clause 10 “Auction Parameters”, the assessed value of the items being auctioned. The Bidder can go on revising the bid amount against each lot and they shall be continued until the offers gets frozen.

13.2 Procedure of Forward e-auction:

- a) Bidders who have been approved by the NALCO Officials can only participate in the online Live e-auction on Auction Start date & Time.
- b) The Bidders are required to quote the rate in ‘Indian Rupees’ only
- c) Any of the eligible Bidders approved by the NALCO Officials can start the bidding in the online forward auction from the base price onwards only.
- d) The onward bidding shall have to be higher than the H1 rate as quoted and displayed on screen by one increment value or higher than the H1 rate by multiples of the increment value.
- e) The bid Increment amount has been specified in Section-III Clause 10 “Auction Parameters” which the e-bidders can view on their bidding screen. The bid can be placed only of the Base Price + incremental value or in multiples of increment value.
- f) Online Forward Auction shall be open for a specified period (as specified in Section-III Clause 11 “Period of e-auction” and Section-I “time schedule and key details”) as per publication by NALCO Officials for each lot. The closing time & date of auction cannot be extended at any time. There will be an extension of 5 minutes duration each, if any valid bid is received in last 5 minutes of the close of E-auction. The bidder(s) are cautioned not to wait till the last minutes or last few seconds to enter their bid to avoid complications related to internet connectivity, network problems, system crash down, power failure, etc.
- g) Bidders will be able to view the following on their screen along with the necessary fields in Forward Auction.

- ✓ Opening Auction Start Rate
- ✓ Minimum Incremental Value

- ✓ Leading H1 Bid in the e-auction
 - ✓ Bid placed by the bidder himself
 - ✓ Rank of bidder in the e-auction
- h) Once H1 rate is frozen in the e-auction portal <https://eauction.gov.in>, it up to NALCO to declare the successful Bidder
- i) NALCO reserves rights to cancel the highest bid in any condition what so ever. The Notice for such cancellation shall be duly notified on the e-Auction portal <https://eauction.gov.in>.
- j) The minimum Bid increment shall be available on screen to the Bidders at the start of the e-auction.
- k) Bids once made by a Bidder, cannot be cancelled/ withdrawn by the Bidder and the Bidder shall be bound by the bid quoted, failing which the Earnest Money will be forfeited.

13.3 Suspension/Cancellation/Postpone during Live e-auction:

NALCO reserves the right to:

- 13.3.1 Suspend Live Bidding: During Live bidding, any of the Lot/ Lots can be suspended at any point of time. The Lot/ Lots which has been suspended cannot be resumed and all the bids which have been frozen till suspension time will be automatically cancelled.
- 13.3.2 Extend Live Bidding: During Live bidding, bidding of any of the Lot/ Lots can be extended at any point of time. In this case all the bids which has already been frozen before postpone date will remain intact and will be reflected again in the rescheduled date & time.
- 13.3.3 Cancel Live Bidding: During Live bidding, any of the Lot/ Lots can be cancelled at any point of time. In this case all the lots will get cancelled and also all the bids which have been frozen till cancellation time will be automatically cancelled.

14) Helpdesk:

Bidders may contact NALCO corporate office Ph. No. 0674-2300077 & Email ID: soumya.kundu@nalcoindia.co.in or manie.ravi@nalcoindia.co.in for resolution of any operational/technical issues in bidding process or for any clarification.

Section IV

ANNEXURES

Annexure – I

To be filled by Bidder- sign, scan in pdf format and upload the same in the e-auction portal

DECLARATION

I/we.....,
have gone through carefully all the Bid conditions (NIA No.: NAL/DM/AUC/2020/002 Dated 19.06.2020) and solemnly declare that I / we will abide by any penal action such as disqualification or black listing or termination of contract or any other action deemed fit, taken by Nalco against us, if it is found that the statements, documents, certificates produced by us are false / fabricated.

I / we hereby declare that, I / We have not been blacklisted / debarred / Suspended/ demoted in any department of Government of India or in any State of India due to any reasons.

Signature of the Bidder

To be filled by Bidder- sign, scan in pdf format and upload the same in the e-auction portal

DECLARATION

I do hereby declare that I have personally gone through the relevant Detailed Notice Inviting Auction and understood all the clauses, specifications of e-auction items, instruction of the NIA and having been fully satisfied, I have quoted the rate of item.

I accept and shall abide by all the terms, conditions and relevant guidelines mentioned in the NALCO (Auction Document) vide Ref. **NIA No.:** NAL/DM/AUC/2020/002 Dated 19.06.2020.

I shall accept any decision taken by the NALCO at any point of time and any corrigendum issued on any Terms, conditions and relevant guidelines.

This is further to certify that I have suppressed no fact in the auction which could debar me to participate into the auction. If it is revealed after opening of the auction that any fact is suppressed by me, NALCO shall have the right to reject my auction Bid along with other punitive action against me as per terms and conditions of the tender.

I do affirm that all the terms & conditions of the NIA are unconditionally accepted by me. I have no objection if any extra term & condition, mutually accepted by me and Nalco.

Signature of the Bidder

To be filled-in by Bidder. Signed with seal. Scanned in .PDF format. & Uploaded in the e-auction portal.

DECLARATION

(only for partnership firm)

I hereby declare that the firm on behalf of which I am submitting the bid is a partnership firm with (in number/words) partners, and offer is binding on all partners.

Signature of Authorized Signatory (with Name, Address and Seal)

Countersign of other partner(s) (Name and Signature)

- 1.
- 2.

To be filled-in by Bidder, Signed with seal, Scanned in .PDF format, & Uploaded in the e-auction portal.

DECLARATION

I declare that on forfeiture of my EMD. I will remit GST for the EMD already paid.

Signature of Bidder
(with Name, Address and Seal)



NATIONAL ALUMINIUM COMPANY LIMITED
SMELTER PLANT, ANGUL, ORISSA

STANDARD PRODUCTS OF NALCO

DOC/QC/SPEC/01/INGOT

ISSUE No 004.Rev 00

PAGE 1 OF 1

ALUMINIUM INGOTS

SL. NO	PRODUCT	PRODUCT DESCRIPTION	APPROX WT	SPECIFICATIONS						PRODUCT CODE
				% Al. Purity	%Si	%Fe	%(Ti+V)	%Ga	%Zn	
01	EC grade Aluminium Ingot	Aluminium Ingot (IE07)	10/20kg	Remainder. %Al.=100- %(Fe+Si+V +Ga+Zn)	≤ 0.10	≤ 0.20	%V= ≤ 0.03 only	≤ 0.04	≤ 0.03	IE 07
02	EC grade Aluminium Ingot	Aluminium Ingot (IE10)	10/20kg	99.600 to 99.799	≤ 0.13	≤ 0.30	≤ 0.02	-	-	IE 10
03	EC grade Aluminium Ingot	Aluminium Ingot (IE20)	10/20kg	≥ 99.500	≤ 0.15	≤ 0.35	≤ 0.02	-	-	IE 20
04	CG grade Aluminium Ingot (Conforming to one or more of the specifications given)	Aluminium Ingot (IC20)	10/20kg	99.000 to 99.499	> 0.15	> 0.35	> 0.02	-	-	IC 20

LIST OF ABBREVIATIONS

ABBREVIATION	EXPANDED FORM	ABBREVIATION	EXPANDED FORM
Al	Aluminium	Imp	Impurities
Approx.	Approximate	Max	Maximum
CG	Commercial grade	Min	Minimum
EC	Electrical Conductor	OI	Other Impurities
Fe	Iron	Si	Silicon
Ga	Gallium	Sl.No	Serial Number
V	Vanadium	Ti	Titanium

Bank MANDATE FORM for E-Payment
(To be submitted in Duplicate)

To
National Aluminium Company Limited,

Dear Sir,

Sub: Authorization for release of payment due from NALCO, _____ through emode facilities of RBI (EFT / RTGS / NEFT) / Internet Banking.

Refer Order No.....dt.....and/or Tender/Enquiry/Letter No.....dt.....

(Please fill in the information in CAPITAL LETTERS. Please TICK wherever it is applicable)

1. Name of the Party :

2. Address of the party :.....
.....
.....

City :.....Pin Code:.....

E-mail Id:

Permanent Account Number :.....

3. Particulars of Bank:

Bank Name Branch Name

Branch Place Branch City

Pin Code Branch Code

MICR No

Account Type Savings Current Cash Credit

Account No.(as appearing in the Cheque Book)

(9 Digits code number appearing on the MICR Band of the cheque supplied by the Bank. Please attach Xerox copy of a cheque of your bank for ensuring accuracy of the Bank Name, Branch Name & Code and Account Number)

RTGS / IFSC Code

NEFT / IFSC Code

4. Date from which the mandate should be effective:

I hereby declare that the particulars given above are correct and complete. If any transaction is delayed or not effected for reasons of incomplete or incorrect information, I shall not hold National Aluminium Company Limited responsible. I also undertake to advise any change in the particulars of my account to facilitate updation of records for purpose of credit of amount through RBI EFT / Internet / RTGS/ NEFT.

Place:

Date:

Signature of the party/Authorized Signatory

Certified that particulars furnished above are correct as per our records.

Bank's Stamp:

Date:

(Signature of the Authorized Official from the Banks)

N.B. : RTGS/ NEFT charges if any, is to be borne by the party.

NALCO's STANDARD LC FORMAT

IFN 700: Issue of a Documentary Credit: Format Specifications		
Field No.	Field Name	Content and Options
27	Sequence of total	
40A	Form of documentary credit	IRREVOCABLE
20	Documentary Credit number	
31C	Date of issue	MM/DD/YYYY
40E	Applicable Rules	UCP LATEST VERSION
31D	Date and place of expiry	MM/DD/YYYY, BHUBANESWAR
51A/D	Applicant Bank	
50	Applicant	
59	Beneficiary	NATIONAL ALUMINIUM COMPANY LIMITED, NALCO BHAVAN, PLOT NO.P/1, NAYAPALLI, BHUBANESWAR
32B	Currency Code, Amount	INR*****
39A	Percentage Credit amount tolerance	2n/2n
41a	Available with by	ANY BANK IN INDIA BY NEGOTIATION
42C	Drafts at	180 DAYS FROM DATE OF DISPATCH
42a	Drawee	NAME OF APPLICANT/OPENING BANK
43P	Partial shipments	ALLOWED
43T	Transshipment	ALLOWED
44A	Loading on board/dispatch/taking in charge at/from	SMELTER PLANT, NALCO NAGAR, ANGUL, ODISHA
44B	For transportation to	
44C	Latest date of shipment	MM/DD/YYYY
45A	Description of goods/services	ALUMINIUM INGOTS/ WIRE RODS
46A	Documents required	1) INVOICE IN SINGLE COPY. 2) CONSIGNEE COPY OF LR/RR ISSUED BY NOMINATED TRANSPORTER MADE OUT IN THE NAME OF OPENING BANK ACCOUNT CONSIGNEE(IF ANY) ACCOUNT OPENER MARKED FREIGHT TO PAY.

47A	Additional conditions	<p>1)INVOICE RAISED BY THE BENEFICIARY AT ITS PRICES STATUTORY LEVIES AND OTHER CHARGES AS APPLICABLE ON THE DATE OF DESPATCH IS ACCEPTABLE.</p> <p>2)ANY DEVIATION IN THE MATERIAL DESCRIPTION IS ACCEPTABLE AND WILL NOT BE TREATED AS DISCREPANCY.</p> <p>3)ALL BANK CHARGES INCLUDING DISCOUNTING CHARGES, STAMPING CHARGES TO OPENER'S ACCOUNT WHICH WILL BE OVER AND ABOVE THE CREDIT AMOUNT.</p> <p>4)IN CASE OF DELAYED REIMBURSEMENT INTEREST AT BANK O.D RATE SHALL BE TO OPENERS'ACCOUNT.</p> <p>5)MATERIAL TO BE DISPATCHED THROUGH NOMINATED TRANSPORTER M/s.*****.</p> <p>6) THE ABOVE CREDIT IS WITHOUT RECOURSE TO BENEFICIARY I.E. NALCO.</p>
71B	Charges	ALL CHARGES TO APPLICANT ACCOUNT
48	Period for presentation	21 DAYS FROM DATE OF DISPATCH
49	Confirmation instructions	
53a	Reimbursing bank	
57a	'Advise Through' bank	STATE BANK OF INDIA, COMMERCIAL BRANCH, IDCOL HOUSE UNIT-2, ASHOK NAGAR, BHUBANESWAR-751009. IFSC Code - SBIN0006657

LIST OF FIRST CLASS BANKS

Nationalised Banks

1. State Bank of India
2. Allahabad Bank
3. Andhra Bank
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. Central Bank of India
9. Corporation Bank
10. Dena Bank
11. Indian Bank
12. Indian Overseas Bank
13. Oriental Bank of Commerce
14. Punjab & Sind Bank
15. Punjab National Bank
16. Syndicate Bank
17. UCO Bank
18. Union Bank of India
19. United Bank of India
20. Vijaya Bank

Private Sector Banks

1. ICICI Bank Ltd
2. IDBI Bank Ltd
3. HDFC Bank Ltd
4. AXIS Bank Ltd
5. IDFC Bank Ltd
6. KOTAK MAHINDRA Bank Ltd.
7. Bandhan Bank
8. City Union Bank
9. IndusInd Bank
10. RBL Bank

Note: Any bank acceptable to NALCO / State Bank of India, Commercial Branch, Bhubaneswar will also be considered.

Section V

Glossary

H1	Highest Bidder
NIA	Notice Inviting Auction
NALCO	NATIONAL ALUMINIUM COMPANY LIMITED
Lot	Commodity/ goods for which this e-auction has been invited
Successful Bidder	At the end of the Forward Auction, NATIONAL ALUMINIUM COMPANY LIMITED will decide upon the winner based on the highest bid placed for a Lot under auction and subsequent acceptance of NATIONAL ALUMINIUM COMPANY LIMITED. The decision of NATIONAL ALUMINIUM COMPANY LIMITED will be final & binding on all the bidders.
EMD	Earnest Money Deposit
Bid	The bidder(s) have to quote the rate for each lot available for e-auction.
Sale Confirmation	Award/Allocation of quantity to successful bidder by Nalco after evaluation of all received bids.
Sale Order	Despatch Instruction issued by Nalco after receipt of firm financial arrangement from buyer by way of advance payment or Letter of Credit