



Government of Andhra Pradesh

MODEL TENDER DOCUMENT

FOR

"SELECTION OF PREFERRED BIDDER FOR GRANT OF QUARRY LEASE"

FOR

.....

Directorate of Mines & Geology, Government of Andhra Pradesh	
D.No. 7-104, 5 th & 6 th Floors, B-Block, Sri Anjaneya Towers, Ibrahimpattanam, Krishna District, AP - 521 456 Phone No. 0866 2882170, Fax: 0866 2882178 E-mail: mines-eauction@ap.gov.in	
Tender No.:	Dated:

Cost of Tender Document: INR _____ +18% GST [as approved by Govt. plus taxes]
(Indian Rupees __ plus applicable GST (@18%))
(Non-Refundable) per Tender Document

Note: The cost of Tender Document has to be paid by the bidder through e-Payment gateway link provided after login into AP e-Procurement website <https://tender.approcurement.gov.in/login.html>

Contents

1.	Important information	4
2.	Schedule of Bidding Process	7
3.	Introduction:.....	8
4.	The Mineral block and Concession Area:.....	8
5.	Eligibility	9
6.	Review period and site visit.....	10
7.	Pre-bid conference.....	12
8.	Tender process	14
9.	Reserve Price	16
10.	Right of First Refusal.....	17
11.	Grant of Quarry Lease	17
12.	Bid Security	19
13.	General Conditions regarding tender process	20
	Schedule I: Format of Technical Bid.....	27
A.	General instructions:	27
B.	Bid letter.....	29
	Instructions for submission of the bid letter.....	29
	Format of bid letter.....	30
	Enclosed:.....	32
C.	Bid Security	33
	Instructions for submission of the Bid Security	33
	Format of Bid Security	34
D.	Power of attorney	37
	Instructions for submission of the power of attorney	37
	Format of power of attorney	38
E.	Affidavit.....	39
	Instructions for submission of the affidavit.....	39
	Format of Affidavit.....	40
F.	Affidavit for declaration of leases	41
	Instructions for submission of the affidavit.....	41
	Format of Affidavit.....	42
G.	Affidavit for Local Societies	43
	Instructions for submission of the affidavit.....	43

Format of Affidavit 44

H. Affidavit for leases covered under the areas Pattalands where the consent is provided and Government lands, on the expiry of the lease period..... 45

Instructions for submission of the affidavit 45

Format of Affidavit 46

Schedule II: Format for seeking clarification regarding Tender Document..... 47

Schedule III: Details of Auction Process in AP e-Procurement Portal 48

Registration Methodology: 48

A. Preparation and Submission of Bid 53

Stage 1: Technical Bid 53

Schedule IV: Information Memorandum..... 59

Schedule V: Data Sheet 62

1. Important information

- 1.1. This Tender Document has been issued pursuant to notification of an area with the intent to carry out e-auction for selection of preferred bidder for grant of quarry lease for mineral specified herein, pursuant to the Act and the rules made thereunder. All information provided in this Document should be read together with the Act and the rules made thereunder. In the event of a conflict between this Tender Document and the Act or the rules, the Act or the rules, as the case may be, shall prevail.
- 1.2. This Tender Document is neither an agreement nor an offer by the Director of Mines & Geology (DMG) / Deputy Director of Mines & Geology (DDM&G) to the prospective Bidders or any other person. The purpose of this Tender Document is to provide interested parties with information that may be useful to them in making their bids pursuant to this Tender Document. This Tender Document includes statements which reflect various assumptions and assessments arrived at by the DMG/DDM&G in relation to the mineral block. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This Tender Document may not be appropriate for all persons, and it is not possible for the DMG/DDM&G, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this Tender Document. The assumptions, assessments, statements and information contained in the Tender Document may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of assumptions, assessments, statements and information contained in this Tender Document and obtain independent advice from appropriate sources.
- 1.3. Information provided in this Tender Document to the Bidder(s) has been collated from several sources some of which may depend upon interpretation of Applicable Law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as complete. The Director of Mines & Geology accepts no responsibility for the accuracy or otherwise for any statement contained in this Tender Document.
- 1.4. The DMG, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Tender or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Tender and any assessment, assumption, statement or information contained therein or deemed to form part of this Tender or arising in any way from participation in this tender process.
- 1.5. The DMG also accepts no liability of any nature howsoever caused arising from reliance of

any Bidder upon the statements contained in this Tender Document.

- 1.6. The DMG may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement information, assessment or assumptions contained in this Tender and may suspend tender process at any point of time.
- 1.7. The issue of this Tender Document does not imply that the DMG/DDM&G is bound to select a Bidder or to appoint the Preferred Bidder for mineral block and the DMG reserves the right to reject all or any of the Bidders or bids without assigning any reason whatsoever.
- 1.8. Each Bidder shall bear all its costs associated with or relating to the preparation and submission of its bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Director of Mines & Geology or any other costs incurred in connection with or relating to its bid.
- 1.9. This Tender Document is not transferable. The price paid by the Bidder for the Tender Document shall not be refunded.



Government of Andhra Pradesh
Department of Mines and Geology,
D.No. 7-104, 5th & 6th Floors, B-Block, Sri Anjaneya Towers, Ibrahimpatnam,
Krishna District, A.P- 521456, Ph: 0866-2882170,
e-mail: Director of Mines & Geology@ap.gov.in

Notification No. _____

Dt: _____

NOTICE INVITING TENDER**Notice for bids for selection of preferred bidder for grant of Quarry lease with respect to one****(1) Block in the State of Andhra Pradesh**

In exercise of the powers conferred by Section 15 of the Mines and Minerals (Development and Regulation) Act, 1957 and Rule 12 of AP Minor Mineral Concession Rules, 1966 and AP Minor Mineral Auction Rules, 2021, Directorate of Mines and Geology, GoAP has identified the following minor mineral block for the purpose of grant of Quarry lease through electronic auction (e-auction) and hereby invites bids in digital format only from eligible bidders

Table - Details of Minor Mineral block

Minor Mineral Block	Mineral/s	Location of the Area				Mineral Concession Area (Ha)
		Sy.No.	Village	Mandal	District	

Terms and conditions, timelines etc. for participating in the e-auction are provided in the tender document. The model tender document and mineral block summaries are available free of cost and can be downloaded from the website of ap e-procurement (www.apecurement.gov.in) from _____ for the purpose of information only.

Timelines, notifications, updates and other details are available on the website of AP e-Procurement portal <https://tender.apecurement.gov.in/>.

Interested and eligible participants can participate in the bidding only after online registration and purchase of the tender document from the website of AP e-Procurement portal. On successful registration, bidders will obtain Login ID and Password necessary for participation in e-auction. Bidder shall be able to make payment of tender document fee through the payment gateway of e-auction platform.

Last day for online purchase of tender document is 15:00 Hrs IST on _____ and the last date for submission of the bid is 15:00 Hrs IST on _____. Any further communication, amendments etc. shall be published on website of AP e-Procurement portal.

Nodal officer for auction process:

Mr. _____,

---Section(Incharge Officer)

Ph: _____

Email: mines-eauction@ap.gov.in

Place: Vijayawada

Date: _____

Sd/-

V.G. Venkata Reddy

Director of Mines & Geology, AP

2. Schedule of Bidding Process (Tentative)

S. No.	Event Description	Tentative Schedule	Date
1.	Publication of Notice Inviting Tender on the A P e-Procurement website	T0	
2.	Commencement of sale of Tender Document, registration of bidders and payment of bid document cost (on e-tender site)	T0	
3.	Last date for sale of Tender Document.	T0+21	
4.	Last date of receiving queries from Bidders	T0+8	
5.	Pre-bid conference for registered bidders	T0+10	
6.	Last date for responses to queries by the DMG	T0+14	
7.	Bid Due Date (Technical + initial price offer) (On or before 15 hrs IST)	T0+21	
8.	Opening of the Technical Bids (on e-tendering site) as well as opening of original documents submitted physically	T0+22	
9.	Start date for examination of the Technical Bids	T0+22	
10.	Announcement of the Technically Qualified Bidders	T0+25	
11.	Training and mock-auctions for all the Technically Qualified Bidders on e-auction platform by the e-auction platform provider (<i>to be communicated by AP e-Procurement team separately</i>).	T0+26	
12.	Opening of initial price offers of Technically Qualified Bidders and intimation of Qualified Bidders	T0+26	
13.	Conduct of ascending forward electronic auction and submission of Final Price Offer on the electronic auction platform	T0+28	
14.	Announcement of Preferred Bidder	T0+29	
15.	Payment of Auction Premium Amount by the Preferred Bidder for grant of quarry lease.	T0+31	
16.	Issuance of Letter of Intent by Director of Mines & Geology or Deputy Director of Mines & Geology, as the case may be.	T0+32	

Note:

- T₀ refers to the date of publication of notice inviting tender in a newspaper and on the Director of Mines & Geology website
- In case any of the dates fall on a holiday/ Sunday, the date will automatically shift to next working day.
- Subsequent to issue of LOI, the process of grant of mining / quarry lease shall be dealt in accordance

with AP Minor Mineral Concession Rules, 1966.

3. Introduction:

- 3.1. In exercise of powers conferred by the section 15 of the MMDR Act 1957 (Act), Government of Andhra Pradesh has notified the AP Minor Mineral (Auction) Rules, 2021 (Auction Rules). The Bidders are encouraged to acquaint themselves with the Act, Andhra Pradesh Minor Mineral Concession Rules 1966 (Concession Rules, 1966) and the Auction Rules 2021 made thereunder.
- 3.2. This Tender Document is being issued by the Director of Mines & Geology, for e-auction for grant of a quarry lease for the specified mineral block in the proposed Concession area.
- 3.3. The e-auction would be conducted in accordance with the Act, Concession Rules 1966 and the Auction Rules 2021 and any other order or notification issued by the Director of Mines & Geology (DMG) / Deputy Director of Mines & Geology (DDMG) pursuant to the Act, Concession Rules 1966 and the Auction Rules 2021 and this Tender Document.

4. The Mineral block and Concession Area:

- 4.1. The following information regarding the Mineral block and Concession Area is included in a separate "Information Memorandum" attached along with this Tender Document as Schedule III.
 - (i) Revenue survey details of the area identified and demarcated, shall be divided into forest land, land owned by the Government, and land not owned by the Government.
 - (ii) Plan showing the area with DGPS Coordinates attested by Tahsildar and Assistant Director of Mines & Geology concerned.
 - (iii) List of clearances and permissions already obtained with respect to such area.
 - (iv) No-objection Certificate (NOC) obtained from the Revenue Department in the case of Government land, Consent from Pattadar/ Assignee in the case of Pattaland/ Assigned land and in case of areas falling within 500 m from the boundary of the Forest land, an In-Principle Consent/Approval from DFO concerned.
- 4.2. Bidders are strongly encouraged to review the Information Memorandum.

5. Eligibility

Pursuant to Rule 8 of Auction Rules, 2021, the eligibility for participating in the e-auction shall be as follows:

- 5.1. A Bidder shall be an Indian national, or a company as defined in clause (20) of section 2 of the Companies Act, 2013 (18 of 2013).
- 5.2. A bidder shall have a minimum net worth [*as approved by Govt.*], as specified in Rule 8(a) of Auction Rules 2021 and shall be as specified in the Schedule V of the Tender document.

Provided that the Net worth requirement of Local societies shall be 50% of the minimum net worth fixed for the area proposed for auction and shall be as specified in the Schedule IV of the Tender document.

Explanation:

- (a) In case an applicant is a subsidiary of another company incorporated in India, the net worth of such holding company may also be considered:

Provided that, in such case, the applicant shall continue to be a subsidiary of such holding company until such time the applicant meets the aforementioned net worth threshold.

- (b) In case of a company, the net worth shall be the sum of paid up share capital and the free reserves as per the audited balance sheet of the financial year ended immediately preceding the date of issuance of notice inviting tender.
- (c) In case the notice inviting tender is issued between 1st April to 30th September (both days inclusive) of a year, the audited balance sheet of the financial year before the immediately preceding financial year, from the date of issuance of notice inviting tender, may be submitted by the bidder, if the audited balance sheet of the immediately preceding financial year is not available.
- (d) In case of an individual, the net worth shall be the closing cash balance on the last date for submission of application, and such amount may include amount in savings bank accounts in Scheduled Bank or Post Office, free and un-encumbered fixed deposits in Scheduled Banks, Post Office, Listed Companies or Government organisation or Public Sector Undertakings of a State and the Central Government, Kisan Vikas Patra, National Saving certificate, Bonds, Shares of Listed Companies, Listed Mutual Funds, Unit Linked Insurance Plan, Public Provident Fund,

Surrender Value of Life Insurance policies, and un-encumbered immovable property in the name of Applicant.”

- 5.3. As per Rule 8(d) of Auction Rules 2021, the bidder(s), either individually or group of associations, shall not have any mineral revenue dues to the Government at the time of submission of bid in e-auction. An affidavit duly mentioning the details of mineral revenue dues, if any, shall be submitted on the letter head of the Bidder.

Explanation: The partner/director having shareholdings in another quarry/mining leases held in the State shall not have any Mineral Revenue dues for such quarry/mining leases to the Government.

- 5.4. Bidder shall disclose all mining/ quarry leases held in the State of Andhra Pradesh along with the mineral reserves available in the said leases as on the date of the NIT.

Explanation: The details of the mining/quarry leases held by partner/director having shareholdings in another quarry/mining leases held in the State shall also be disclosed.

- 5.5. With respect to one mineral bearing area, only one Bid may be submitted, either directly or indirectly by a Bidder or any of its Group Companies or associated individuals.
- 5.6. Any other additional eligibility condition if prescribed by the State Government pursuant to AP Minor Mineral Auction Rules, 2022 and APMMC Rules, 1966.
- 5.7. The eligibility conditions shall be used only for the purposes of determination of eligibility for participating in the e-auction. The Preferred Bidder shall be decided solely on the basis of Auction Premium Amount (Final Price Offer) submitted by the eligible Bidders.

6. Review period and site visit

- 6.1. The Bidders may undertake the site visit to Mineral Block at their cost and risk to ascertain for themselves the site conditions, location, communication, climate, availability of power, and any other matter considered relevant by them.
- 6.2. This Tender Document does not however give the unconditional or unrestricted right to access the Mineral Block. The site visit must be in compliance with Applicable Law and rights of person(s) having surface rights over the Mineral Block.
- 6.3. In the event a Bidder undertakes a site visit, then such Bidder shall be liable towards any loss or damage caused to the site and/or the person(s) having surface rights

over the Concession Area, on account of any act or omission of such Bidder or its employees, authorized representatives, agents, advisors etc.

- 6.4. The site visit to the Mineral Block shall be conducted with prior notice to the Department of Mines & Geology through the following email address mines-eauction@ap.gov.in.

7. Pre-bid conference

- 7.1. Bidders may seek clarifications or request further information regarding this Tender Document.
- 7.2. Any queries or requests for additional information concerning this Tender Document may be sent by e-mail to the Department of Mines & Geology to [mines-
eauction@ap.gov.in](mailto:mines-
eauction@ap.gov.in) in the format specified in Schedule II (Format for seeking clarifications regarding Tender Document).
- 7.3. The email should clearly bear the following subject line: “Queries/Request for Additional Information: Tender Document for [Name of the Mineral Block]”.
- 7.4. The Department of Mines & Geology reserves the right to not answer any query, including any query which is incomplete or anonymous. The Department of Mines & Geology shall endeavor to respond to the queries within the period specified in Bidding Schedule.
- 7.5. The Department of Mines & Geology shall publish the queries for which response has been provided on the website <https://tender.apecurement.gov.in/login.html>, without mentioning the source of queries.
- 7.6. Pre-bid conference(s) of the Bidders shall be convened at the designated date as mentioned in Section 2 at a time and place specified by the Department of Mines & Geology. Only those Bidders who have purchased the Tender Document shall be allowed to participate in the pre-bid conferences.
- 7.7. A maximum of three representatives of each Bidder shall be allowed to participate on production of duly issued authority letter from the Bidder and identity documents. During the course of pre-bid conference(s), the Bidders may seek additional clarifications and make suggestions for consideration of the Department of Mines & Geology.
- 7.8. The Department of Mines & Geology shall endeavor to provide clarifications and such further information, as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive tender process.
- 7.9. The Department of Mines & Geology may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by the Department of Mines & Geology shall be deemed to be part

of the Tender Document. Provided, however, that any non-written clarifications and information provided by the Department of Mines & Geology, its employees or representatives in any manner whatsoever shall not in any way or manner be binding on the Department of Mines & Geology.

- 7.10. The Department of Mines & Geology reserves the right to reschedule or cancel the pre-bid conference due to unforeseen circumstances with prior intimation to the Bidders.

8. Tender process

8.1. Pursuant to Rule 12 of the Auction Rules 2021, the e-auction shall be an ascending forward online electronic auction and the manner of conduction of e-auction is as prescribed below:

A. First Round of Auction to be held in the following manner, namely:-

- (a) In the first round, the bidders shall be required to submit-
 - A. Technical bid comprising amongst others, documentary evidence to confirm eligibility as per the provisions of the Act and the rules made there under to participate in the auction, bid security and such other documents and payments as may be specified in the tender document; and
 - B. An initial price offer which shall be above the reserve price;
- (b) only those bidders who are found to be eligible in accordance with the terms and conditions of eligibility specified in these Rules and whose initial price offer is equal to or greater than the reserve price, referred to as "technically qualified bidders", shall be considered for the second round of electronic auction;
- (c) The Highest initial price offer amongst the technically qualified bidders quoted above the reserve price shall be the floor price of the second round of online electronic auction.
- (d) the technically qualified bidders shall be ranked on the basis of the descending initial price offer submitted by them and the technically qualified bidders holding the first fifty percent of the ranks (with any fraction rounded off to higher integer) or the top five technically qualified bidders, whichever is higher, shall qualify as qualified bidders for participating in the second round of electronic auction:

Provided that if the number of technically qualified bidders is between three and five, then all the technically qualified bidders shall be considered as qualified bidders.

Provided further that in the event of identical initial price offers being submitted by two or more technically qualified bidders, all such technically qualified bidders shall be assigned the same rank for the purposes of determination of

qualified bidders and in such case, the aforementioned fifty per cent. shall stand enhanced to the extent of tie occurring within the first fifty per cent.

Illustration;

- A. In the event there are a total of ten technically qualified bidders, and each technically qualified bidder submits different initial price offer, then the technically qualified bidders holding the first fifty per cent of ranks shall be considered to be qualified bidders.
 - B. If three such technically qualified bidders submit the same initial price offer and are ranked in first fifty per cent of the total number of ranks, then, all the three technically qualified bidders shall be considered to be qualified bidders and the total number of qualified bidders shall stand increased by two.
- (e) Where the total number of technically qualified bidders is three or more, the auction process shall proceed to the second round of auction which shall be held in the following manner, namely:-
- A. the qualified bidders may submit their final price offer which greater than the floor price:
 - B. Provided that the final price offer may be revised till the conclusion of the auction as per the technical specifications of the auction platform;
 - C. The auction process shall be annulled if none of the qualified bidders submits a final price offer on the online electronic auction platform;
 - D. the qualified bidder who submits the highest final price offer shall be declared as the “preferred bidder” immediately on conclusion of the auction.
- (f) Where the total number of technically qualified bidders is less than three, then no technically qualified bidder shall be considered to be qualified bidder and the first attempt of auction shall be annulled.
- (g) On annulment of the first attempt of auction, the Director of Mines & Geology may decide to—

- A. commence the auction process de novo with a separate set of terms and conditions and reserve price as it may deem fit and necessary; or
- B. Conduct the second attempt of auction.

- (h) In case the Director of Mines & Geology decides to conduct the second attempt of auction as per clause (ii) of sub-rule (g) above, the terms and conditions of the second attempt of auction shall remain the same as in the first annulled attempt of auction:

Provided that the highest initial price offer of the technically qualified bidders if any in the first annulled attempt shall be the reserve price in first round of the second attempt:

Provided further that the bidding shall continue to the second round even in case the number of technically qualified bidders is less than three.

- (i) Second Round of Auction to be held in the following manner, namely:-
 - (a) The qualified bidders may submit their final price offer which shall be greater than the floor price:

Provided that the final price offer may be revised till the conclusion of the auction as per the technical specifications of the auction platform;
 - (b) The auction process shall be annulled if none of the qualified bidders submits a final price offer on the online electronic auction platform;
 - (c) The qualified bidder who submits the highest final price offer shall be declared as the “preferred bidder” by Director of Mines & Geology immediately on conclusion of the auction.

9. Reserve Price

9.1. The Reserve Price means a price, which shall be the minimum price above which the bidders shall quote their bids for payment to State Government and shall be *[as approved by Govt.]* and shall be as specified in the Schedule V of the Tender document.

9.2. It is clarified that payment in accordance with the Final Price Offer shall be required to be made in addition to the payment of Seigniorage fee or dead rent, DMF, MERIT, Consideration amount, stamp duty and any other taxes/charges/levies as applicable.

10. Right of First Refusal

10.1. In case of auction of quarry leases, Local societies shall be given right of first refusal in the auction of quarry leases falling within their mandal.

Provided that such Local societies shall be a Qualified Bidder in the auction of that particular area and match the highest premium amount quoted for such quarry lease in e-auction conducted by Director of Mines & Geology.

Provided that the total extent of quarry leases to be held by such local Societies shall be twelve (12) hectares in the State of Andhra Pradesh by using the Right of first refusal.

Explanation: "Local societies" include Labour Contract Cooperative Societies registered before District Cooperative Registrar under Andhra Pradesh Co-Operative Societies Act, 1964 or Mutually Aided Co-Operative Societies Act, 1995 for the purpose of quarrying and shall include Co-operative Societies consisting exclusively of Adivasis/Tribals or individual Adivasis/Tribals in case of Scheduled areas.

10.2. In the cases for leases covered under the areas Pattalands where the consent is provided and Government lands, the lessee shall have right of first refusal at the time of e-auction held for such lease after expiry of the lease period in the manner as prescribed in APMMC Rules 1966.

11. Grant of Quarry Lease

11.1. Upon completion of auction process, the preferred bidder shall pay the Auction Premium amount to Director of Mines & Geology in the Head of Account as specified by the Director before issuance of LoI.

11.2. Upon receipt of the Auction Premium amount, the Director of Mines and Geology / Deputy Director of Mines and Geology, as the case may be, shall issue a notice (letter of intent) to the preferred bidder.

11.3. In case, preferred bidder is not able to furnish the Auction Premium amount before issuance of LoI, the second highest bidder will be given preference by Director of Mines & Geology to match the highest Auction Premium amount and after remittance

of the highest Auction Premium Amount, the respective bidder shall become preferred bidder and a Notice (Letter of Intent) be issued.

11.4. The Preferred Bidder shall comply with the following conditions for grant of Quarry lease deed within the period specified in rule 7 & 12(5) of APMMC Rules 1966, for the minor minerals as the case may be:-

- (i) continuing to be in compliance with all the terms and conditions of eligibility;
- (ii) Submission of Security Deposit as specified by the Director of Mines & Geology in the tender document.
- (iii) obtaining Approved Mining Plan, Environmental Clearance, Consent for Establishment, Forest Clearance (in case of Forest land) and any other relevant consents, approvals, permits and the like as may be required under applicable laws for commencement of quarry operations;
- (iv) satisfying such other conditions as may be specified by the Director of Mines and Geology
- (v) Affidavit regarding annual minimum production conditions to be submitted as specified in the Tender document.

11.5. Upon fulfillment of the conditions specified above, the Director of Mines and Geology/ Deputy Director of Mines and Geology, as the case may be, shall grant a Quarry Lease to the Preferred Bidder and such Quarry Lease shall be subject to the provisions of APMMC Rules 1966.

11.6. The Quarry Lease Deed shall be executed by the Assistant Director of Mines & Geology as per Rule 12(5)(e) and 13(1) of APMMC Rules 1966, for the respective minor minerals, as the case may be and then the holder of Quarry lease shall follow the provisions of the APMMC Rules, 1966 as amended from time to time.

11.7. Any new mineral is discovered in the Quarry Lease area granted through auction during the lease period, then the holder of Quarry lease shall follow the provisions of the APMMC Rules, 1966 as amended from time to time for inclusion of such new mineral in the Quarry Lease Deed.

11.8. The date on which the Quarry Lease Deed is duly executed shall be the date of commencement of the Quarry lease.

11.9. As per Rule 18 of Auction Rules 2021, for the mineral bearing areas are falling in assigned lands / Pattalands, where Assignee/ Pattadar is not willing to undertake quarrying on his own, a Consent from Pattadar/Assignee, the lease holder shall pay an

additional amount equal to twenty percent (20%) of Seigniorage Fee to pattadar/ Assignee on mineral despatches made from the lease area through Director of Mines & Geology on monthly basis.

12. Bid Security

12.1. The Bidder shall furnish as part of its Technical Bid, a security in the form of a bank guarantee payable at [capital of the state] by a Scheduled Bank as listed in the Second Schedule of the Reserve Bank of India Act, 1934, excluding those listed under the headings of Gramin Banks, Urban Co-operative Banks and State Co-operative Banks, in favour of the DMG/DDM&G in substantially the same format as prescribed at Part C of Schedule I (Format of bid security), and having a validity period of not less than 240 days from the Bid Due Date, inclusive of a claim period of 360 days, and may be substituted with another bank guarantee of the same value issued in accordance with this Clause, which is valid for an extended period as may be mutually agreed between the DMG/DDM&G and the Bidder from time to time.

12.2. The Bid Security shall be addressed to

Director of Mines & Geology Andhra Pradesh,
D.No. 7-104, 5th & 6th Floors, B-Block, Sri Anjaneya Towers,
Ibrahimpattanam, Krishna District, AP - 521 456
Mobile: xx

12.3. The Bid Security shall be equal to *[as approved by Govt.]* and shall be as specified in the Schedule V of the Tender document.

12.4. Save and except as provided in this Tender Document, the Bid Security of unsuccessful Bidders will be returned by the DMG/DDM&G, without any interest, as promptly as possible.

12.5. The Preferred Bidder's Bid Security will be returned, without any interest, in accordance with the provisions thereof.

12.6. The DMG/DDM&G shall be entitled to forfeit and appropriate the Bid Security as damages, amongst others in any of the events specified in this Tender Document. The Bidder, by submitting its bid pursuant to this Tender Document, shall be deemed to have acknowledged and confirmed that the DMG/DDM&G will suffer loss and damage on account of withdrawal of its bid or for any other default by the Bidder during the period of bid validity as specified in this Tender Document. No relaxation of any kind on Bid

Security shall be given to any Bidder.

12.7. The Bid Security shall be forfeited as damages without prejudice to any other right or remedy that may be available to the DMG/DDM&G under the Tender Document and/or otherwise, under, inter alia, the following conditions:

- (a) If a Bidder submits a Technical Bid which is not conforming to this Tender Document, the Act or the rules framed thereunder or submits an initial price offer which is less than the Reserve Price;
- (b) If a Bidder engages in a Corrupt Practice, Fraudulent Practice, Coercive Practice, Undesirable Practice or Restrictive Practice as specified in Clause 14 of this Tender Document;
- (c) If a Bidder withdraws its bid during the period of bid validity as specified in this Tender Document or as extended by mutual consent of the respective Bidder(s) and the DMG/DDM&G;
- (d) In the case of Preferred Bidder, if it fails within the specified time limit to make payment of Auction Premium Payment within the period prescribed in this Tender Document; or
- (e) If the e-auction process is annulled due to non-submission of at least one Final Price Offer on the electronic e-auction platform, by the Qualified Bidder(s) who has submitted the highest Initial Price Offer i.e., the applicable Floor Price for the second round of e-auction.

13. General Conditions regarding tender process

13.1. Submission of Technical Bid

The Technical Bid shall comprise of the following:

- (a) Bid letter in the format specified in Part B of Schedule I (*Format of bid letter*);
- (b) Bid Security in form of a security deposit/ bank guarantee for an amount equal to Reserve Price in the format specified in Part C of Schedule I (*Format of Bid Security*);
- (c) The Bidder shall submit a power of attorney in the format specified in Part D of Schedule I (*Format of power of attorney*) authorizing the signatory of the bid to participate in the tender process and do all acts pursuant thereto on behalf of the Bidder, including usage of the digital signature on

behalf of the Bidder.

- (d) Affidavit in the format specified in Part E of Schedule I (*Format of affidavit*); and
- (e) A true copy of the certificate of incorporation and the Memorandum and Articles of Association, duly attested by the signatory of the bid.
- (f) A true copy of the following duly attested by the signatory of the bid.
 - Audited financial statements (comprising of cash flows, profit & loss account and balance sheet) indicating annual revenue of the immediately preceding last three financial years.
 - Net worth of the immediately preceding financial year viz FY 2021-22, certified by statutory auditor.
 - Shareholding pattern including name of the promoter(s)/ owner(s) as on 31st March, 2022, certified by statutory auditor.

In case the notice inviting tender is issued between 1st April to 30th September (both days inclusive) of a year, the audited balance sheet of the financial year before the immediately preceding financial year, from the date of issuance of notice inviting tender, may be submitted by the bidder, if the audited balance sheet of the immediately preceding financial year is not available.

- (g) A declaration on all mining/ quarry leases held in the state of Andhra Pradesh along with the mineral reserves available in the said leases as on the date of the NIT.
- (h) An affidavit duly mentioning the details of mineral revenue dues, if any, shall be submitted on the letter head of the Bidder including the details of the mineral revenue dues of another quarry/mining leases where the partner/director having shareholdings in held in the State.
- (i) For Local societies intending to participate in the e-Auction, an affidavit duly mentioning the supporting details of “Local societies” as mentioned in the Section 5 of this tender document.
- (j) In the cases for leases covered under the areas Pattalands where the consent is provided and Government lands, an affidavit duly mentioning the supporting details of the lessee to be submitted.

- (k) The Technical Bid shall be submitted on the electronic platform and the duly executed original physical copies of documents mentioned in (i) above and Schedule III must be sent to the following address so that they are received on or prior to the Bid Due Date and Time, failing which the Technical Bid shall be deemed to be not received.

Mr. XX

Directorate of Mines & Geology, Andhra Pradesh

D.No. 7-104, 5th & 6th Floors, B-Block, Sri Anjaneya Towers,

Ibrahimpattanam, Krishna District, AP - 521 456

Mobile: XX

13.2. Language

The Bid and all communications in relation to or concerning the Tender Document and the Bid are required to be in the English language.

13.3. Cost of bidding

The Bidders shall be responsible for all of the costs associated with the preparation of their bids and their participation in the tender process. The Director of Mines & Geology will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the tender process.

13.4. Verification of information by the Bidders

13.4.1. It shall be deemed that by submitting a bid, the Bidder has:

- (i) made a complete and careful examination of the Tender Document and unconditionally and irrevocably accepted the terms thereof;
- (ii) reviewed all relevant information provided by the Director of Mines & Geology, as may be relevant to the bid;
- (iii) accepted the risk of inadequacy, error or mistake in the information provided in the Tender Document or furnished by or on behalf of the Director of Mines & Geology relating to any of the matters related to the e-auction process.
- (iv) satisfied itself about all matters regarding the e-auction process for

submitting an informed bid, in accordance with this Tender Document and performance of all of its obligations;

- (v) acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Tender Document or ignorance of any of the matters related to the e-auction process hereinabove shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc. from the Director of Mines & Geology, or a ground for termination of the Lease deed by the Preferred Bidder; and
- (vi) agreed to be bound by the undertakings provided by it under and in terms hereof.

13.4.2. The Director of Mines & Geology shall not be liable for any omission, mistake or error in respect of any of the information provided or on account of any matter or thing arising out of or concerning or relating to the Tender Document or the tender process, including any error or mistake therein or in any information or data given by the Director of Mines & Geology.

13.5. Verification by the Director of Mines & Geology and disqualification

13.5.1. The Director of Mines & Geology reserves the right to verify all statements, information and documents submitted by the Bidder in response to the Tender Document and the Bidder shall, when so required by the Director of Mines & Geology, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification by the Director of Mines & Geology shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the Director of Mines & Geology thereunder.

13.5.2. The Director of Mines & Geology reserves the right to reject any bid, and appropriate the entire Bid Security if:

- (a) at any time, a misrepresentation is made or uncovered,
- (b) the Bidder does not provide, within the time specified by the Director of Mines & Geology, the supplemental information sought by the Director of

Mines & Geology for evaluation of the bid, or

- (c) any act or omission of the Bidder results in violation of or non-compliance with the Act, the rules thereunder, this Tender Document, or any other document referred therein or issued pursuant thereto or any Applicable Law relevant for the tender process.
- (d) The Preferred Bidder in case does not make the initial payment within the specified time limits.

13.5.3. Any rejection of a bid under Clause 13.5.2 may lead to the disqualification of the Bidder for bidding for any e-auction or allotment conducted by the Director of Mines & Geology for a period of 5 years starting from the date of appropriation of the Bid Security or any other earlier date specified by the Director of Mines & Geology.

13.5.4. In the aforementioned events, the Director of Mines & Geology shall be entitled to forfeit and appropriate the Bid Security, as the case may be, without prejudice to any other right or remedy that may be available to the Director of Mines & Geology under the Tender Document, or otherwise, without any liability whatsoever.

13.6. Amendment of Tender Document

13.6.1. At any time prior to the Bid Due Date, the Director of Mines & Geology may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, amend the Tender Document.

13.6.2. Any amendment issued hereunder will be in writing and shall be made available to all the Bidders and shall be deemed to be part of the Tender Document.

13.7. Bid Due Date and extension

13.7.1. Technical Bids should be uploaded and the documents required to be submitted physically in original pursuant to Clause 14.1.2 must be received before the Bid Due Date. Technical Bids received by the Director of Mines & Geology after the specified time on the Bid Due Date shall not be eligible for consideration and shall be summarily rejected.

13.7.2. The Director of Mines & Geology may, in its sole discretion, extend the Bid Due

Date by issuing an amendment that is made available to all Bidders.

13.8. Modifications/ substitution/ withdrawal of bids

The Bidders may modify, substitute or withdraw its Technical Bid after submission, prior to the Bid Due Date. No Technical Bid shall be modified, substituted or withdrawn by the Bidders on or after the Bid Due Date, unless the same has been expressly sought by the Director of Mines & Geology.

13.9. Rejection of bids

13.9.1. Notwithstanding anything contained in this Tender Document, the Director of Mines & Geology reserves the right to reject any bid and/or to annul the tender process and reject all bids at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

13.9.2. In case such cancellation is pursuant to non-compliance by the relevant Bidders vis-à-vis submissions of bid then the Director of Mines & Geology reserves the right to appropriate the relevant Bid Security submitted by such non-compliant Bidders.

13.9.3. The Director of Mines & Geology reserves the right not to proceed with the tender process at any time, without notice or liability, and to reject any bid without assigning any reasons.

13.9.4. Without prejudice to the generality of the foregoing, the Director of Mines & Geology reserves the right to reject any bid on any criteria specified in this Tender Document, including without limitation, the following:

- (a) bids have not been submitted with all the information and details listed in this Tender Document.
- (b) bid is not in conforming to the terms of of this Tender Document.
- (c) bids have been submitted without Bid Security or period of validity.
- (d) bids have otherwise not been submitted in accordance with the Tender Document.

13.10. Validity of bids

The initial price offer shall be valid for a period of 180 days from the Bid Due Date. If the second round of e-auction is not conducted within a period of 180 days from the Bid Due Date, then the e-auction process will be annulled and the Director of Mines & Geology

will refund the price of Tender Document to the Bidders.

13.11. Change affecting the Bidder

Upon submission of the Technical Bid, any change affecting the Bidder regarding compliance with the eligibility conditions shall result in disqualification of the Bidder. Any change in any information submitted by the Bidder must be immediately communicated to the Director of Mines & Geology.

13.12. Minor deviations

The Director of Mines & Geology may permit minor deviations from the requirements of this Tender Documents. It is clarified that such minor deviation would not be permitted in matters related to eligibility and shall be permitted only with respect to procedural requirements. The decision of the Director of Mines & Geology regarding what constitutes minor deviation shall be final and binding.

13.13. Governing law

The tender/ bidding process shall be governed by, and construed in accordance with, the laws of India.

13.14. Right of DMG/DDM&G

- (i) The Director of Mines & Geology, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
 - (a) suspend and/ or cancel the tender process and/or amend and/or supplement the tender process or modify the dates or other terms and conditions relating thereto;
 - (b) consult with any Bidder in order to receive clarification or further information;
 - (c) retain any information and/ or evidence submitted to the DMG/DDM&G by, on behalf of, and/ or in relation to any Bidder; and/ or
 - (d) independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Bidder.

13.15. Certification of claims by statutory auditors

Any claim or document provided by the Bidders to the State Government in connection

with or relating to financial statements, Net worth, shareholding pattern and any other receipts, income, payments, costs, expenses, accounts or audit, and any matter incidental thereto shall be valid and effective only if certified by its statutory auditors along with valid UDIN number.

13.16. Jurisdiction

In any event of dispute arising out of process of e-auction, the Andhra Pradesh High Court shall only have the jurisdiction.

13.17. Manner of conduction of e-auction process

The e-auction process for minor minerals would be conducted in the AP e-Procurement Portal and for guidance regarding manner of e-auction of minor minerals, Schedule III may be visited.

Schedule I: Format of Technical Bid

A. General instructions:

The Technical Bid comprises of the following documents:

- (a) Bid letter in the format specified in Part B (*Format of bid letter*);
- (b) Bid Security in form of a bank guarantee for an amount equal to Reserve Price and payable at Vijayawada in the format specified in Part C (*Format of bid security*).
- (c) In case of Bidder being a company, a power of attorney in the format specified in Part D (*Format of power of attorney*) authorizing the signatory of the bid to participate in the tender process and do all acts pursuant thereto on behalf of the Bidder, including usage of the digital signature on behalf of the Bidder. In case of Bidder being an individual, power of attorney would not be required but such individual must personally sign; and
- (d) Affidavit in the format specified in Part E (*Format of affidavit*).
- (e) A true copy of the certificate of incorporation and the Memorandum and Articles of Association, duly attested by the signatory of the bid.
- (f) A true copy of the following duly attested by the signatory of the bid.
 - Audited financial statements (comprising of cash flows, profit & loss account

and balance sheet) indicating annual revenue of the immediately preceding last three financial years.

- Net worth of the immediately preceding financial year viz FY 2021-22, certified by statutory auditor.
- Shareholding pattern including name of the promoter(s)/ owner(s) as on 31st March, 2021, certified by statutory auditor.

In case the notice inviting tender is issued between 1st April to 30th September (both days inclusive) of a year, the audited balance sheet of the financial year before the immediately preceding financial year, from the date of issuance of notice inviting tender, may be submitted by the bidder, if the audited balance sheet of the immediately preceding financial year is not available.

- (g) A declaration on all mining/ quarry leases held in the state of Andhra Pradesh along with the mineral reserves available in the said leases as on the date of the NIT.
- (h) An affidavit duly mentioning the details of mineral revenue dues, if any, shall be submitted on the letter head of the Bidder including the details of the mineral revenue dues of another quarry/mining leases where the partner/director having shareholdings in held in the State.
- (i) For Local societies intending to participate in the e-Auction, an affidavit duly mentioning the supporting details of “Local societies” as mentioned in the Section 5 of this tender document.
- (j) In the cases for leases covered under the areas Pattalands where the consent is provided and Government lands, an affidavit duly mentioning the supporting details of the lessee to be submitted.

All the aforementioned documents are required to be uploaded on the electronic e-auction platform and the original physical copy must be dispatched in so that they are received on or prior to the Bid Due Date, failing which the Technical Bid shall be deemed to be not received. These documents are in addition to the documents required for registration in AP e-Procurement website.

Specific instructions for submission of each of the aforementioned documents are provided below in each part.

B. Bid letter

Instructions for submission of the bid letter

- (a) The bid letter must be printed on the letterhead of the Bidder, if the Bidder is a company, firm or other association of individuals. In case the Bidder is an individual, it may be printed on plain paper.
- (b) The bid letter must be signed by a duly authorized representative of the Bidder, in case the Bidder is a company. In case the Bidder is an individual, the Bidder must personally sign the bid letter.
- (c) The corporate authorization of the authorized signatory of the Bidder (which is a company) must be enclosed with the bid letter. It is recommended that the Bidder may authorize one person to deal with all matters related to bid. However, if the Bidder has authorized more than one person, then the corporate authorization of all such persons should be enclosed. Any change in such corporate authorization must be immediately intimated to the Director of Mines & Geology.
- (d) Documents to evidence compliance with the eligibility conditions must be enclosed with the bid letter, duly certified by one of the directors of the Bidder, in case the Bidder is a company, or self-attested in case the Bidder is an individual. Such documents must include, but not limited to, :
 - (i) Certificate of incorporation of the Bidder which is a company or copy of passport or other nationality document in case Bidder is an individual.
 - (ii) Audited financial statements (comprising of cash flows, profit & loss account and balance sheet) indicating annual revenue of the immediately preceding last three financial years.
 - (iii) Net worth of the immediately preceding financial year viz FY 2021-22, certified by statutory auditors

In case the notice inviting tender is issued between 1st April to 30th September (both days inclusive) of a year, the audited balance sheet of the financial year before the immediately preceding financial year, from the date of issuance of notice inviting tender, may be submitted by the bidder, if the audited balance sheet of the immediately preceding financial year is not available.

Format of bid letter

[Date]

To

Director of Mines & Geology,
Govt. of Andhra Pradesh,
D.No. 7-104, 5th & 6th Floors, B-Block, Sri Anjaneya Towers,
Ibrahimpatnam, Krishna District, AP - 521 456

Sub: Bid letter for participation in e-auction for grant of quarry lease for [_____] block

Dear Sir,

With reference to your Tender Document dated [], I, having examined the Tender Document and understood their contents, hereby submit my Technical Bid. Capitalized expressions used in this letter have the same meaning as ascribed thereto in the Tender Document.

1. The Technical Bid is unconditional and unqualified.
2. We have reviewed the terms of the Tender Document and hereby unconditionally and irrevocably accept, agree and acknowledge the terms thereof.
3. We acknowledge that the Director of Mines & Geology will be relying on the information provided in the Technical Bid and the documents accompanying the Technical Bid for selection of the Preferred Bidder and subsequent selection of the Preferred Bidder, and we certify that all information provided therein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the Technical Bid are true copies of their respective originals.
4. This statement is made for the express purpose of our participation in the tender process and possible selection as Preferred Bidder.
5. We hereby confirm that we satisfy all the eligibility conditions prescribed in the Tender Document. Specific confirmations with respect to our compliance with the eligibility conditions are provided below:

[Insert separate paragraphs for compliance with the relevant eligibility conditions] of the Tender Documents, with specific reference to enclosed documents as mentioned in the instructions.]

6. [We do not hold any mineral concession (including a reconnaissance permit, prospecting

licence, prospecting licence-cum-mining lease, and/or mining/ quarry lease) in the State of Andhra Pradesh.] OR [We hold the following mineral concessions in the State of Andhra Pradesh: Provide details of the mineral concessions (including a reconnaissance permit, prospecting licence, prospecting licence-cum-mining lease, and/or mining/ quarry lease) held by the Bidder.]

7. We hereby acknowledge that if we submit or produce any document and it is discovered subsequently that such document was false or incorrect then we shall be liable under the Applicable Law for the time being in force.
8. We shall make available to the Director of Mines & Geology any additional information it may find necessary or require to supplement or to authenticate the Technical Bid.
9. We acknowledge the right of the Director of Mines & Geology to reject our Technical Bid and/or the Final Price Offer without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by Applicable Law, our right to challenge the same on any account whatsoever.
10. We declare that:
 - a) We have examined and understood the Act, all rules framed thereunder, the Tender Document and all documents referred therein including the Information Memorandum;
 - b) We have examined and have no reservations to the Tender Document, including any addendum issued by the Director of Mines & Geology;
 - c) We have not directly or indirectly or through an agent engaged or indulged in any Corrupt Practice, Fraudulent Practice, Coercive Practice, Undesirable Practice or Restrictive Practice, as defined in the Tender Document, in respect of any tender or request for proposal issued by or any agreement entered into with the Director of Mines & Geology or any other public sector enterprise or any government, central or state; and
 - d) We hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf has engaged or will engage in any Corrupt Practice, Fraudulent Practice, Coercive Practice, Undesirable Practice or Restrictive Practice.
11. We understand that you may cancel the tender process at any time and that you are neither bound to accept any bid that you may receive nor to invite the Bidders to bid, without incurring any liability to the Bidders, in accordance with the Tender Document.
12. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Government of

Andhra Pradesh/ Director of Mines & Geology in connection with the selection of the Preferred Bidder, or in connection with the tender process itself, in respect of the Tender Document and the terms and implementation thereof.

13. In the event of we being declared as the Preferred Bidder, we agree to pay the Auction Premium Amount and other documents in accordance with the Tender Document
14. We have ensured compliance the Tender Document and to the best of our knowledge this bid is conforming to the terms thereof.
15. We agree and understand that the Bid is subject to the provisions of the Tender Document. In no case, we shall have any claim or right of whatsoever nature if the mining lease is not awarded to us or our bid is not opened or rejected.
16. The initial price offer has been quoted and the Final Price Offer shall be quoted by us after taking into consideration all the terms and conditions stated in the Tender Document, our own estimates of costs and feasibility and after a careful assessment of the geological and other information, the Information Memorandum and the proposed quarry lease and all the conditions that may affect the utilization of minerals.
17. We shall keep this offer valid for 180 days from the Bid Due Date specified in the Tender Document or such extended duration as may be agreed with Director of Mines & Geology.

In witness thereof, we submit this bid letter forming part of our Technical Bid under and in accordance with the terms of the Tender Document.

Yours faithfully,

(Signature, name and designation of the Authorized signatory)

Name and seal of Bidder

Date: Place:

Enclosed:

[list and description of documents enclosed]

C. Bid Security

Instructions for submission of the Bid Security

- a) The Bid Security must be in form of a security deposit/ bank guarantee for an amount *[as approved by Govt.]* and payable at Vijayawada.
- b) The Bid Security may be issued at any place in India by a Scheduled Bank as listed in the Second Schedule of the Reserve Bank of India Act, 1934, excluding those listed under the headings of Gramin Banks, Urban Co-operative Banks and State Co-operative Banks, but must be payable at Vijayawada.
- c) The Bid Security must have a validity period of not less than 360 days from the Bid Due Date, inclusive of a claim period of 60 days.
- d) The Bid Security must be stamped in accordance with Applicable Law.

Format of Bid Security

[Bank Guarantee. No.]

[Date]

1. In consideration of you, being the Director of Mines & Geology of Andhra Pradesh (“**Director of Mines & Geology**”, which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns) having agreed to receive, pursuant to the provisions of the Tender Document dated [], the bid of [name and address of the Bidder] (“**Bidder**”), for the e-auction pursuant to the Tender Document dated [date] (“**Tender Document**”), we [Name of the Bank] having our registered office at [address of the registered office] and one of its branches located at [name and address of the branch] (“**Bank**”), at the request of the Bidder, do hereby in terms of the Tender Document, irrevocably, unconditionally and without reservations guarantee the due and faithful fulfilment and compliance of the terms and conditions of the Tender Document by the Bidder and unconditionally and irrevocably undertake to pay forthwith to the Director of Mines & Geology an amount of INR [] (Rupees [] only) (“**Guarantee**”) (“**Guarantee**”) as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder, if the Bidder shall fail to fulfil or comply with all or any of the terms and conditions contained in the Tender Document.
2. Any such written demand made by the Director of Mines & Geology stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the Tender Document shall be final, conclusive and binding on the Bank.
3. We, the Bank, do hereby unconditionally undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Director of Mines & Geology is disputed by the Bidder or not, merely on the first demand from the Director of Mines & Geology stating that the amount claimed is due to the Director of Mines & Geology by reason of failure of the Bidder to fulfil and comply with the terms and conditions contained in the Tender Document. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding INR [●] (Rupees [●])

4. This Guarantee shall be irrevocable and remain in full force for a period of 360 days from the Bid Due Date i.e. [], inclusive of a claim period of 360 days or for such extended period as may be mutually agreed between the Director of Mines & Geology and the Bidder, and agreed to by the Bank, and shall continue to be enforceable till all amounts under this Guarantee have been paid.
5. We, the Bank, further agree that the Director of Mines & Geology shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and conditions contained in the Tender Document including, amongst others, the failure of the Bidder to keep its bid open during the bid validity period set forth in the Tender Document, and the decision of the Director of Mines & Geology that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Director of Mines & Geology and the Bidder or any dispute pending before any court, tribunal, arbitrator or any other authority.
6. The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder or the Bank or any absorption, merger or amalgamation of the Bidder or the Bank with any other person.
7. In order to give full effect to this Guarantee, the Director of Mines & Geology shall be entitled to treat the Bank as the principal debtor. The Director of Mines & Geology shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the Tender Document or to extend time for fulfilment and compliance with all or any of the terms and conditions contained in the Tender Document by the said Bidder or to postpone for any time and from time to time any of the powers exercisable by it against the said Bidder and either to enforce or forbear from enforcing any of the terms and conditions contained in the Tender Document or the securities available to the Director of Mines & Geology, and the Bank shall not be released from its liability under these presents by any exercise by the Director of Mines & Geology of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Director of Mines & Geology or any indulgence by the Director of Mines & Geology to the said Bidder or by any change in the constitution of the Director of Mines & Geology or its absorption, merger or amalgamation with any other person or governmental

department or instrumentality,, but for this provision, have the effect of releasing the Bank from its such liability.

8. Any notice by way of request, demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth herein.
9. We undertake to make the payment on receipt of your notice of claim on us addressed to [name of Bank along with branch address] and delivered at our above branch which shall be deemed to have been duly authorized to receive the said notice of claim.
10. It shall not be necessary for the Director of Mines & Geology to proceed against the said Bidder before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which the Director of Mines & Geology may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealized.
11. We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of the Director of Mines & Geology in writing.
12. The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this Guarantee for and on behalf of the Bank.
13. Notwithstanding anything contained herein,
 - a. the liability of the Bank under this Guarantee shall not exceed the Guarantee amount i.e. INR [] (Rupees [] only).
 - b. This Guarantee shall be valid up to [date].
 - c. The Bank Guarantee will be payable at Vijayawada.

Signed and Delivered by Bank

D. Power of attorney

Instructions for submission of the power of attorney

- a)** The power of attorney must be issued in India in accordance with Applicable Law and it must be issued in accordance with the constitutional documents of the Bidder after obtaining all corporate approvals as may be required. The extract of constitutional documents and certified copies of the corporate approvals must be enclosed with the power of attorney.
- b)** The power of attorney must be issued under the common seal, if any.
- c)** The power of attorney must be stamped in accordance with Applicable Law.
- d)** The power of attorney must be issued in the name of a person who is in full time employment of the Bidder.

Format of power of attorney

Know all men by these presents, We, [name and address of the Bidder] do hereby irrevocably constitute, nominate, appoint and authorize [Name], son/daughter/wife of [name of father/husband] and presently residing at [address], who is presently employed with us and holding the position of [designation], as our true and lawful attorney (“**Attorney**”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the xxxxx block (“**Mineral Block**”) in response to the Tender Document, dated [], issued by Director of Mines & Geology, Andhra Pradesh (“**Director of Mines & Geology**”) including but not limited to signing and submission of all applications, affidavits, bids and other documents and writings, participate in Bidders’ and other conferences and providing information / responses to the Director of Mines & Geology, representing us in all matters before the Director of Mines & Geology, and generally dealing with the Director of Mines & Geology in all matters in connection with or relating to or arising out of our bid for the Mineral Block and/or upon award thereof to us and/or till the execution of Lease deed with the Director of Mines & Geology and grant of mining / quarry lease.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our Attorney pursuant to and in exercise of the powers conferred by this power of attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

In witness whereof we, [name of Bidder], the above named principal have executed this power of attorney on this [date].

For..... (Signature, name, designation and address)

Witnesses: 1.

2.

[Particulars of notarization]

E. Affidavit

Instructions for submission of the affidavit

- (a) The affidavit must be executed in India in accordance with Applicable Law and it must be issued in accordance with the constitutional documents of the Bidder after obtaining all corporate approvals as may be required. The extract of constitutional documents and certified copies of the corporate approvals must be enclosed with the power of attorney. In case of Bidder being an individual, the affidavit must be personally signed by the Bidder
- (b) The affidavit must be stamped in accordance with Applicable Law.
- (c) The affidavit must be signed by a person who is in full time employment of the Bidder and duly authorized to sign the same.

Format of Affidavit

Affidavit

I, [name] aged [age] years, resident of [address] [working as [designation] an authorized signatory on behalf of [name of the Bidder]] (“**Bidder**”) hereby state as under:

1. I am the [designation of the deponent] of the Bidder. I am conversant with the facts and circumstances surrounding the subject of this affidavit [and have been authorized to depose to the same pursuant to the power of attorney dated [date] issued pursuant to [particulars of corporate approval]]. I am filing this affidavit to place on record verification of facts and documents in connection with the tender process concerning [] mineral block.
2. [Insert separate paragraphs for each document brought on record on the website of the e-auction platform or physically submitted with the Director of Mines & Geology, in a chronological sequence].
3. That nothing has been concealed in the information submitted as mentioned above.

Solemnly affirmed and verified on this [day] day of [month] [year] at [place].
(Signature)

Name, Designation & Seal

VERIFICATION

I, [name], [the [designation of the deponent] of] the Bidder above named, having my office at [address], do hereby solemnly declare that what is stated above in paragraphs [1] to [number] are on the basis of the books and records of the Bidders, and verify that the contents of the above affidavit are true and correct, no part of it is false and nothing material has been concealed therefrom.

Verified at [day] day of [month] [year] at [place].

Deponent (Signature)

Name, Designation & Seal

F. Affidavit for declaration of leases

Instructions for submission of the affidavit

- (a) The affidavit must be executed in India in accordance with Applicable Law and it must be issued in accordance with the constitutional documents of the Bidder after obtaining all corporate approvals as may be required. The extract of constitutional documents and certified copies of the corporate approvals must be enclosed with the power of attorney. In case of Bidder being an individual, the affidavit must be personally signed by the Bidder
- (b) The affidavit must be stamped in accordance with Applicable Law.
- (c) The affidavit must be signed by a person who is in full time employment of the Bidder and duly authorized to sign the same.

Format of Affidavit

Affidavit

I, [name] aged [age] years, resident of [address] [working as [designation] an authorized signatory on behalf of [name of the Bidder]] (“**Bidder**”) hereby state as under:

1. I am the [designation of the deponent] of the Bidder. I am conversant with the facts and circumstances surrounding the subject of this affidavit [and have been authorized to depose to the same pursuant to the power of attorney dated [date] issued pursuant to [particulars of corporate approval]]. I am filing this affidavit to place on record verification of facts and documents in connection with the tender process concerning [] mineral block.
2. Details of Mining/ Quarry Leases are as follows:
[Insert details of mining/ quarry leases in the State of Andhra Pradesh].
3. Details of Mineral Revenue Dues in Andhra Pradesh
[Insert details of mineral revenue dues in the State of Andhra Pradesh and attach the MDCC obtained from DMG].
4. That nothing has been concealed in the information submitted as mentioned above.

Solemnly affirmed and verified on this [day] day of [month] [year] at [place].
(Signature)

Name, Designation & Seal

VERIFICATION

I, [name], [the [designation of the deponent] of] the Bidder above named, having my office at [address], do hereby solemnly declare that what is stated above in paragraphs [1] to [number] are on the basis of the books and records of the Bidders, and verify that the contents of the above affidavit are true and correct, no part of it is false and nothing material has been concealed therefrom.

Verified at [day] day of [month] [year] at [place].

Deponent (Signature)

Name, Designation & Seal

G. Affidavit for Local Societies

Instructions for submission of the affidavit

- (a) The affidavit must be executed in India in accordance with Applicable Law and it must be issued in accordance with the constitutional documents of the Bidder after obtaining all corporate approvals as may be required. The extract of constitutional documents and certified copies of the corporate approvals must be enclosed with the power of attorney. In case of Bidder being an individual, the affidavit must be personally signed by the Bidder
- (b) The affidavit must be stamped in accordance with Applicable Law.
- (c) The affidavit must be signed by a person who is in full time employment of the Bidder and duly authorized to sign the same and attested by President of the Society.

Format of Affidavit

Affidavit

I, [name] aged [age] years, resident of [address] [working as [designation] an authorized signatory on behalf of [name of the Bidder]] (“**Bidder**”) hereby state as under:

1. I am the [designation of the deponent] of the Bidder. I am conversant with the facts and circumstances surrounding the subject of this affidavit [and have been authorized to depose to the same pursuant to the power of attorney dated [date] issued pursuant to [particulars of corporate approval]]. I am filing this affidavit to place on record verification of facts and documents in connection with the tender process concerning [] mineral block.
2. I am the President of the [Insert name of the Society] having registered office at [Insert registered address along with Pin code]
3. Following are the documents supporting the incorporation of our Society [Insert separate paragraphs for each document brought on supporting the incorporation of Society]
4. That nothing has been concealed in the information submitted as mentioned above.

Solemnly affirmed and verified on this [day] day of [month] [year] at [place].
(Signature)

Name, Designation & Seal

VERIFICATION

I, [name], [the [designation of the deponent] of] the Bidder above named, having my office at [address], do hereby solemnly declare that what is stated above in paragraphs [1] to [number] are on the basis of the books and records of the Bidders, and verify that the contents of the above affidavit are true and correct, no part of it is false and nothing material has been concealed therefrom.

Verified at [day] day of [month] [year] at [place].

Deponent (Signature)

Name, Designation & Seal

H. Affidavit for leases covered under the areas Pattalands where the consent is provided and Government lands, on the expiry of the lease period

Instructions for submission of the affidavit

- (a) The affidavit must be executed in India in accordance with Applicable Law and it must be issued in accordance with the constitutional documents of the Bidder after obtaining all corporate approvals as may be required. The extract of constitutional documents and certified copies of the corporate approvals must be enclosed with the power of attorney. In case of Bidder being an individual, the affidavit must be personally signed by the Bidder
- (b) The affidavit must be stamped in accordance with Applicable Law.
- (c) The affidavit must be signed by a person who is in full time employment of the Bidder and duly authorized to sign the same.

Format of Affidavit

Affidavit

I, [name] aged [age] years, resident of [address] [working as [designation] an authorized signatory on behalf of [name of the Bidder]] (“**Bidder**”) hereby state as under:

1. I am the [designation of the deponent] of the Bidder. I am conversant with the facts and circumstances surrounding the subject of this affidavit [and have been authorized to depose to the same pursuant to the power of attorney dated [date] issued pursuant to [particulars of corporate approval]]. I am filing this affidavit to place on record verification of facts and documents in connection with the tender process concerning [] mineral block.
2. I/We hold the mining/ quarry lease [Insert the details of the mine/ quarry] which expired on [Insert date of lease expiry] and put up for auction by the DMG.
3. I/ We am/ are eligible to exercise the right of first refusal subject to compliance with the conditions of the mining/ quarry lease, the Act and the Rules made thereunder till its expiry and shall emerge as Technically qualified bidder as per provisions laid down in APMMAR 2021.
4. Following are the documents supporting the same
[Insert separate paragraphs for each document brought on supporting the leasehold area]
5. That nothing has been concealed in the information submitted as mentioned above.

Solemnly affirmed and verified on this [day] day of [month] [year] at [place].
(Signature)

Name, Designation & Seal

VERIFICATION

I, [name], [the [designation of the deponent] of] the Bidder above named, having my office at [address], do hereby solemnly declare that what is stated above in paragraphs [1] to [number] are on the basis of the books and records of the Bidders, and verify that the contents of the above affidavit are true and correct, no part of it is false and nothing material has been concealed therefrom.

Verified at [day] day of [month] [year] at [place].

Deponent (Signature)

Name, Designation & Seal

Schedule II: Format for seeking clarification regarding Tender Document

(Applicable only for the Pre-Bid conference before submission of the Technical Bid in response to the Tender Document)

S. No.	Document	Clause No. and Existing Provision	Clarification Required	Suggested Text for Amendment, if any	Rationale for Clarification or Amendment

Schedule III: Details of Auction Process in AP e-Procurement Portal

Registration Methodology:

1. In order to submit online bids in the e-bidding process for e-Auction for grant of Mining/quarry lease, a bidder needs to register themselves with the e-auction website of AP eProcurement, a Government of AP Enterprise. For this the bidder should visit the website at <https://tender.apecurement.gov.in/login.html> and click on the button “Registration.
2. After reading all Terms and Conditions of Registration, the bidder may click ‘I AGREE’ and proceed further. The below
 - Select the Contractor/Supplier Type based on company type.
 - Click Verify Signing Certificate→ Select signing certificate→ Click Register
 - After verifying Signing Certificate, the name in Signing Certificate will be auto populated as Authorized Signatory Name
 - Click Verify Encryption Certificate→ Select encryption certificate→ Click Register
 - Encryption Certificate Verified
 - After Verifying DSC, enter primary contact details →Check User ID availability → Enter Password → Verify E-mail id with OTP → Verify Mobile Number with OTP →Enter Business Details
 - Enter Office address → Registration Details & Upload relevant Documents → Enter Bank Account details → Click Submit
 - On Successful submission, a Confirmation message is displayed, and the supplier id will be sent for activation after scrutiny ->An email alert will be sent to the registered email after registration and activation.
3. **After the registration of Supplier Login (User id Not Yet Activated)**
 - Login with User ID & Password → Select Signing Certificate
 - User can view the registration details before activation
4. **Supplier Login After admin user revert (If any clarification/correction are required)**
 - Login with User ID & Password → Select Signing Certificate.
 - Supplier can modify the details based on specific remarks and upload supporting document(s)

- After uploading/modifying the required data → Click Update.
- Provision to view Updated details
- Login with User ID & Password → Select Signing Certificate → Click Register → Click Login

5. **The detailed User manual is available in the website of AP e-Procurement portal** <https://tender.apecurement.gov.in/downloads/supplier-registration.pdf>.

6. Technical guidelines for accessing www.apecurement.gov.in

A. Minimum Hardware and Software requirements

(i) User Workstation Requirements Hardware Requirements

- A system with minimum Dual core / Core 2Duo Processor.
- 1 GB RAM or above.
- 10 GB HDD or above recommended.
- Ethernet based Network Interface.
- Modem or mode of connecting Internet for web based users. Min. 512Kbps speeds.
- Workable input and output devices.
- UPS for power backup.

(ii) Software Requirements

- Windows based operating system –Windows 7, Win.8, Win.8.1 and Win.10.
- For Best viewing : Web browser – Internet Explorer 10 or above recommended. Mozilla Firefox Ver 40 or above recommended.
- Some components of E-Procurement application are not compatible with Edge Browser in Windows 10 OS.
- Latest Anti-virus running on the system.

B. Connectivity

- Connect to the Internet via Dial UP Modem or any other mode (ISDN Modem / Cable connection / Leased line etc.)

- Open the Web Browser and type [www. apecurement.gov.in](http://www.apecurement.gov.in)
- Click on Tender Login and follow the link
- Or to access Tender site [https://tender. apecurement.gov.in](https://tender.apecurement.gov.in)

C. Trouble Shooting

If you are not able to open the Tender site do the following

- (i) Check your Internet connectivity.
- (ii) Open the properties box of the internet connection (double click the icon on the status bar of your machine)
- (iii) Keep this window open on your desktop and try to open the site [www. apecurement.gov.in](http://www.apecurement.gov.in) again. Monitor the “bytes in” and “bytes out” section in the properties window of your Internet connection. If there are no changes try to open any other site and see the difference, if still there are no changes in the bytes send and receive which means your Internet connection is hanged. Kindly disconnect your connection and reconnect your Internet connection.
- (iv) If you are able to open www.apecurement.gov.in and not able to open the Tender login page check if your machine is behind the proxy or any other firewall. If so ask your administrator to enable the secure connection on the proxy as Tender site is a secure site (https).
- (v) In case of slow connectivity to [www. apecurement.gov.in](http://www.apecurement.gov.in) - check the speed of your Internet connection, which you are getting currently. Contact your ISP if desirable speed is not available.
- (vi) Clear the Cache of your temporary internet files (open your browser -> Tools -> Internet Options -> General -> Temporary Internet files section)
- (vii) In the tender site if you are facing any Data Signer Control Problems, do the following:
 - Add the URL <https://tender.apecurement.gov.in> to the trusted sites in the internet options
 - Change the Active X controls and plug-ins status to “Enable”.
 - Process:
 - To add the URL to Trusted site : Open your browser -> Tools -> Internet Options

-> Security -> Trusted Sites -> Sites -> Type the URL
<https://tender.apetrocurement.gov.in> -> Click on Add -> OK.

- To Enable Active X Controls and Plug-ins : Open your browser -> Tools -> Internet Options -> Security -> Trusted Sites -> Custom Level -> Active X Controls and Plug-ins -> Enable.

(viii) Run the virus scan periodically.

(ix) In case of any query please call AP e-Procurement team at their Help Desk.

7. Downloading information of tender documents

- (i) There are two sets of documents available for downloading from the website of e-auction platform provider.
- (ii) First set of documents will be available free of cost in public domain and can be downloaded without registration on e-auction platform provider's website. These documents may include the following:
 - (a) Blank format of customized model tender document for this particular e-auction process; and
 - (b) Mineral block summary
- (iii) The above information is being made available to all potential Bidders in order to assist them in familiarizing about the tender process and the mineral block on e-auction.
- (iv) Subsequent to Bidder registration process with e-auction platform, certain other detailed documents (Particular Tender Document of the mineral block including Information Memorandum and other information, if any) shall be made available for download to the Bidder only subsequent to payment of a tender fee as specified in the tender document.
- (v) The Tender Document shall be sold in online mode only through website of AP e-Procurement portal. Bidders shall login with its user id and password. The Bidder after login shall click on the link for e-payment and then select/enter details such as region, tender no. etc. for which it intends to make the payment.
- (vi) Once the payment is successful, the link for downloading of the paid documents for the respective mineral Block(s) will be activated.
- (vii) The documents available for downloading from the website of e- auction platform

provider.

- (viii) Subsequent to the Bidder registration process with e-auction platform, Tender documents shall be made available for download to the Bidder only subsequent to payment of a tender fee as specified in tis tender document.
 - (ix) The Tender Document shall be sold in online mode only through website of AP e-Procurement portal.
 - (x) Bidders shall login with its user id and password. The Bidder after login shall click on the link for e-payment and then select/enter details such as region, tender no. etc. for which it intends to make the payment.
 - (xi) The bidder may note that the files containing information can be in various formats like doc, xls, ppt, pdf, jpg, jpeg, zip etc. and it shall be the responsibility of the Bidder to have suitable facilities at its end to download these documents from the website of AP e-Procurement portal.
8. **Transaction Fee:** The participating bidders shall pay a transaction fee @ 0.03% of ECV (estimated contract value) with a cap of Rs.10,000/- (Rupees ten thousand only) for all works with ECV up to Rs.50 crores, and Rs.25,000/- (Rupees twenty five thousand only) for works with ECV above Rs.50 crores, at the time of bid submission electronically.
9. **e-Corpus Fund:** The Preferred bidder / Successful bidder(s) shall pay 0.04% of ECV (estimated contract value) with a cap of Rs.10,000/- (Rupees ten thousand only) for all works with ECV up to Rs.50 crores, and Rs.25,000/- (Rupees twenty five thousand only) for works with ECV above Rs.50 crores before entering into agreement / issue of purchase orders, towards e-Corpus fund.

A. Preparation and Submission of Bid

The complete process of bid submission will be divided into 2 stages as follows:

Stage 1: Technical Bid

This stage will comprise (i) online submission of the Technical Bid and the Initial Price Offer; and (ii) offline submission of certain original documents as detailed below.

(i) Online submission of Technical Bid and Initial Price Offer with supporting documents

- Bidder need to be register themselves in AP eProcurement portal <https://tender.apecurement.gov.in/> to participate in the bid submission for Department of Mines and Geology Tenders.
- If the user is already a registered bidder then, he can login with the credentials provided in the AP eProcurement portal <https://tender.apecurement.gov.in/>.
- Open the portal <https://tender.apecurement.gov.in/> and enter your login Credentials (user id and password) then click on login.
- After clicking the login icon, you will get Em-signer dialog box where you can see your signing certificate select the signing certificate and click on register.
- After successful authentication of the login credentials and certificate, you will be proceeded to the Bidder dashboard.
- To participate in the tender, click on New Tenders, Search for the tender by mentioning tender Id /Department Name/Circle/IFB no/Name of work under search criteria.
- Click on the submit bid icon to initiate the BID SUBMISSION for the tender to which the user is intending to participate.
- Next, you will directed to the terms and conditions page, in this page agree the terms and condition by selecting the check box and click on continue option.
- Next you will directed to your Business Registration details check your business registration details and click on Save and Continue option.
- Next you have to pay the document fee through online only after successful payment of the document fee, Bidder can download the Paid Technical Documents.
- To pay the document fee select the Mode of payment as ONLINE PAYMENT and click on CONTINUE. Select the Payment Gateway and click on Pay Online
- After successful payment document fee, only then the bidder can download the paid

technical documents. After downloading the paid documents click on continue to pay the EMD.

- To pay the EMD select the mode of payment as BG/Security deposit, as applicable, and add the BG in their respective fields, like in favour of/bank name/BG no./valid date /amount and attach the BG FILE, or pay Security deposit, as applicable, now click on ADD to continue with the bid submission process.
- Now pay the Transaction Fee by selecting the mode of payment as online, click on continue then, select the payment gate way after the successful payment you will get the continue button
- Now attach the entire mandatory documents by clicking on the action icons, the first icon is to attach the documents from your common folder where bidder documents are already available in the document library. The second icon is to attach the documents from your desktop or folder. After attaching the entire mandatory document click on continue to proceed further.
- Filling the bid forms in the PQ stage:

Attach the eligibility documents by the clicking the first icon under the action column In the commercial stage enter the financial price by clicking on the first icon and the second icon is to attach the documents like price bid form as it is not mandatory all the tenders, whenever department user asked the documents. Please attach the documents according mentioned in the documents description.

- After attaching all the mandatory documents in the PQ stage then the filled status will change to green colour indicating the filled status.
- Next the bidder has to enter the initial price offer in the commercial form and click on the save button (here the initial price should not be less than the reserve price).
- After clicking on save button, user will get a dialog box where they can see the encryption certificate to encrypt your price. So select your encryption certificate and click on register to save price.
- After selecting, the encryption certificate you will get an alert as saved successfully and if you want to edit or check you price once again click on decrypt button select your encryption certificate and check/edit your price.
- After the price saved, both the bid forms will be filled status in green colour indicating successfully attached all documents, Now click on save and continue.

- Re-verify the document you have attached in the Stage form by clicking on the Red Cross button and if the documents are properly verified then document status will change to green colour indicating documents verified successfully.
- After verifying the documents click on the final bid submission button and it shows the dialog box of Em singer where signing certificate will be displayed, Now select the certificate and click on register.
- After clicking on final bid submission you will get the acknowledgement for the submitted bid with bid number. Click on the print option to take this acknowledgement as the bid submission proof.

(ii) **Offline submission of certain original documents**

The bidders shall submit the following documents in original in sealed cover within the scheduled closing time for bid on the Bid Due Date. The sealed cover should clearly bear the following identification: *Original Documents (Technical Bid)* and shall indicate the name and address of the Bidder. In addition, the documents shall contain page numbers: *Page [●] of [●]*

The offline documents shall be submitted at the following address:

Directorate of Mines & Geology Andhra Pradesh,

D.No. 7-104, 5th & 6th Floors, B-Block, Sri Anjaneya Towers,

Ibrahimpatnam, Krishna District, AP - 521 456

Mobile: _____.

(iii) **Timeline for online submission of (i) Technical Bid and the Initial Price Offer with supporting documents; and (ii) offline submission of certain original documents**

The bidders shall also note that online submission of *Technical Bid and the Initial Price Offer* with supporting documents and offline submission of certain original documents shall be allowed only up to the time and date as per Bid Due Date specified in Section 2. Bidders in their own interest are advised to complete the entire process well in advance to avoid any last-minute hiccup / technical problems. No complaints shall be entertained in this regard at any stage.

(iv) **Evaluation of Technical Bid**

Technical Bids shall be evaluated in the manner provided in the Tender Document. Entire list of Technically Qualified Bidders will be published on the website of AP e-Procurement portal. AP e-Procurement team will conduct training and mock-auctions for

all the Technically Qualified Bidders on e- auction platform.

(v) **Opening of Initial Price Offer**

Initial Price Offers shall be opened before the scheduled date of e-auction of the respective Package as per the Timetable.

The list of Qualified Bidders as per top 50% ranking principle (subject to the criteria as specified in clause 6.1(A) (e) of the Tender Document) will be sent out to all the Qualified Bidders of the Package by an email by the Director of Mines & Geology. The email will only state that the recipient of the email has been qualified for the second round of auction and the Floor Price (highest Initial Price Offer) for the second round of auction. The Qualified Bidders will also get intimated about their qualification for the second round of electronic auction against specific Package through notification in the AP e-Procurement portal within their secured login.

(vi) **Stage 2: electronic auction – Final Price Offer**

a. Intimation to Qualified Bidders

- Along with the above intimation, the Bidder shall also receive information regarding applicable Floor Price for second round of e-auction of the Package which is the highest Initial Price Offers received from the Technically Qualified Bidders.
- It is expressly clarified that Bidders should not expect to receive the information on the second highest IPO received from the Technically Qualified Bidders as a matter of usual course.
- It shall be the sole responsibility of the Bidder to regularly check the AP e-Procurement website and login to see whether it has qualified for a certain Package or not. Director of Mines & Geology/State Government/e-auction platform provider will not be responsible for non-receipt of email by the Bidder and its consequences.

b. Conduct of e-auction

- E-auction is the process of inviting binding Final Price Offer(s) from Qualified Bidders through internet for the purpose of determination of the Preferred Bidder.
- During this process, the Qualified Bidder will be able to submit its Final Price Offer as many times as it wishes against the same Package.
- The Qualified Bidder will remain anonymous to other Qualified Bidders participating in the electronic auction process as well as to e-auction platform provider / Director of Mines & Geology / State Government.

- The Qualified Bidder will be able to see the prevailing highest Final Price Offer against the Package, but the name of the highest Qualified Bidder at any point of time will not be displayed.
- The Qualified Bidder shall have to put its Final Price Offer over and above the displayed highest bid by a minimum increment as fixed by the Director of Mines & Geology to become the highest Qualified -Bidder.
- The electronic auction process will have a scheduled start and close time which will be displayed on screen.
- A Qualified Bidder will be able to put its Final Price Offer after the start of bid time and till the close time of electronic auction.
- The current server time (IST) will also be displayed on the screen.
- In the event a Final Price Offer is received during the last 15 (Fifteen) minutes before the scheduled close time of electronic auction, the close time of electronic auction will be automatically extended by 15 (Fifteen) minutes from the last received bid time to give equal opportunity to all other Qualified Bidders. This process of auto extension will continue till no Final Price Offer is received during a period of 15 (Fifteen) minutes.
- For example, assuming that the initial scheduled close time for a particular electronic auction is 1:00 pm and a Final Price Offer is received at 12:55 pm, the scheduled close time shall be revised to 1:10 pm. Again if a Final Price Offer is received at 1:01 pm, the scheduled close time shall be revised to 1:16 pm and so on. In the event that no further Final Price Offer is received till 1:16 pm, the electronic auction will close at 1:16 pm. The revised close time will be displayed on screen and the Qualified Bidders are advised to keep refreshing its webpage to get the latest information.
- The above example is only illustrative and meant for explaining the e-auction process only.
- During the process of electronic auction, the Bidder shall be required to sign their bids with their respective digital signature certificate (DSC) and the use of which has been duly authorized on behalf of the Bidder and which was used at the time of registration. Any digital signature certificate other than the above shall not be acceptable for bid submission by the system
- Bidders in their own interest are advised to get themselves acquainted with the electronic auction process of e-auction platform provider by getting their Authorized Representative

trained beforehand through some demo electronic auctions.

(vii) **Digital Signature Certificate**

- A Bidder shall be required to possess a valid Digital Signature Certificate (DSC) of signing type to be able to submit its Bid and to participate in the electronic auction on AP e-Procurement portal website. For this purpose, Bidders shall be required to authorize its Authorized Signatory to procure a class III DSC of signing type from any Certifying Authority or their authorized agencies in India.
- The bidder may note that only one user id will be mapped with a given DSC for the Authorized Representative. DSC once mapped with a particular user id of a bidder will normally not be changed and therefore Bidders are advised to carefully select the DSC before forwarding the same to e-auction platform provider for mapping.
- The Digital Signature Certificate will be used to digitally sign the Bids that the Bidder will submit online.
- It will be the sole responsibility of the Bidder and its respective Authorized Representative to maintain the secrecy of the password for the Digital Signature Certificate.
- The Bidder and its contact person shall be solely responsible for any misuse of the DSC and no complaint / representation in this regard shall be entertained at any stage by AP e-Procurement team/ Director of Mines & Geology / State Government.
- The Workstation hardware & software and connectivity requirements are available in the Registration Methodology of this Section.

Schedule IV: Information Memorandum**Part A: Summary of the Mineral Block**

	Features	Details							
1	Location								
	Name of Mineral								
	Surveyed Polygon Corner Points (Latitude, Longitude)	Corner points (Datum WGS 1984)	Northi ng	Easti ng	Latitu de	Longi tude	Elevation	Remarks	
		Sl.No,	UTM		DMS				
			Reference Points.						
			Sl.No,	UTM		DMS			
			1						
			2						
			3						
			Bench Mark (1)						
			Bench Mark (2)						
		SOI Point							
		Location							
	Category of Land (Govt/ Patta/ Forest)								
	Extent in Hectares (as recommended by ADM&G concerned)								
	Sy Nos								
	Village(s)								
	Mandal								
	District								
2	Accessibility								
	Nearest Rail Head								
	Road								
	Airport								
	Nearest Landmark								
5	Details of NOC from Tahsildar								
6	Others, if any								

PART B**PARTICULARS OF STATUTORY LICENSES, PERMITS, PERMISSIONS, CONCESSIONS, APPROVALS AND CONSENTS RELATED TO MINING OPERATIONS**

	Particulars	Details/Status
1.	Forest clearance	To be obtained by the Preferred Bidder
2.	Wildlife clearance (sanctuary, reservoir special zone clearances)	-do-
3.	Environmental clearance	-do-
4.	Consent to establish	-do-
5.	Explosive license	-do-
6.	Permission for mine opening	-do-
7.	Permission of installation/ trial operation of equipment	-do-
8.	Groundwater clearance (Centre/State)	-do-
9.	Railway siding approval	-do-
10.	Approval for diesel storage	-do-
11.	Power line from State Discom	-do-
12.	Clearances relating to work under an existing transmission line or shifting of the transmission line	-do-
13.	Grama Sabha consent	-do-
14.	Any other Statutory Permissions required	-do-

PART C–PARTICULARS OF LAND

S.No.	Area	Details
1	Total Concession Area	
2	Forest Land with Status	
3	Government Land with Status	
4	Private Land with Status	
5	Revenue survey details of the area	

PART D – DETAILS OF RIGHT OF FIRST REFUSAL

Details, if available

Schedule V: Data Sheet

Sl. No.	Parameter	Details
1	Name of the Block	
2	Name of the Mineral(s)	
3	Amount of Bid Security	INR [] Crore
4	Reserve Price	INR [] Crore
5	Net Worth	INR [] Crore
6	Net worth requirement of Local societies	INR [] Crore
7	Nodal Officer	Mr. XX Mobile: XX
8	E-mail address for submitting pre-bid queries	mines-eauction@ap.gov.in
9	Address of Department	Directorate of Mines & Geology, Andhra Pradesh D.No. 7-104, 5th & 6th Floors, B-Block, Sri Anjaneya Towers, Ibrahimpatnam, Krishna District, AP - 521 456
10	Website of AP e-Procurement	https://tender.apecurement.gov.in/login.html
11	Venue for pre-bid meeting	At Directorate of Mines & Geology, 6th Floor, Conference hall, Block – B, Anjaneya Towers, Ibrahimpatnam, Vijayawada, Krishna District

GOPAL KRISHNA DWIVEDI
PRINCIPAL SECRETARY TO GOVERNMENT (MINES)