



GOVERNMENT OF KERALA
THIRUVANANTHAPURAM DISTRICT

**MODEL/DRAFT Tender
Document**

**NOC for Mining Minor Minerals
from Government Land in**

| | |
|---------|---------------------|
| Sy: No. | : 294in Block No. 6 |
| Extent | : 5.3817 Hectare |
| Village | : Pangode |
| Taluk | : Nedumangad |

This Tender Document is non-transferable.

The Price of this Tender Document is INR 10,000 (Rupees Ten Thousand)

The following timetable shall apply to the tender process. The time table may be amended by the State Government through issuance of an addendum or a corrigendum to the Tender Document.

| S.No. | Event Description | Estimated Date |
|---|--|--|
| Stage I – E-auction process for selection of Successful Bidder | | |
| 1. | Publication of notice inviting tender as per sub-rule (2) of rule 4 of the Auction Rules in 2 (two) daily newspapers, at least 1 (one) of which is State level and the other is having wide publicity in the area where the area notified for auction is located, on the State Government website and electronic auction platform. | 07 August 2023 Monday |
| 2. | Commencement of sale of Tender Document | 07 August 2023 Monday |
| 3. | Last date of receiving queries from Bidders [on or before 17:00 hours (IST)] | 17 August 2023 Thursday |
| 4. | Pre-bid conference | 22 August 2023 Tuesday |
| 5. | Last date for responses to queries by the State Government | 01 September 2023 Friday |
| 6. | Last date for sale of Tender Document [on or before 17:00 hours(IST)] | 25 September 2023 Monday |
| 7. | Last date of submission of Bid (Technical Bid plus Initial Price Offer), i.e., Bid Due Date [on or before 17:00 hours (IST)] | 25 September 2023 Monday |
| 8. | Opening of the Technical Bids | 28 September 2023 Thursday |
| 9. | Start date for examination of the Technical Bids | 28 September 2023 Thursday |
| 10. | Training and mock-auctions for all the Bidders on e-auction platform by the-auction platform provider | 30 September 2023 Saturday to 04 October 2023 Wednesday |
| 11. | Announcement of Technically Qualified Bidders as per the Tender Document | 07 October 2023 Saturday |
| 12. | Opening of Initial Price Offer, of only Technically Qualified Bidders and intimation to Qualified Bidders 1 (one) day prior to the scheduled date of e-auction of the respective mineral block (to Qualified Bidder sonly) | 13 October 2023 Friday to 16 October 2023 Monday |
| 13. | Conduct of ascending forward electronic auction and submission of Final Price Offer on the electronic auction platform | 21 October 2023 Saturday to 26 October 2023 Thursday |

Tender Document for Auction of NOC for mining minor Mineral from Govt land

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|---|--|---|
| 14. | Announcement of Successful Bidder | 30 October 2023 Monday |
| 15. | Intimation to Successful Bidder | 06 November 2023 Monday |
| 16. | Payment of first installment (10%) of Upfront Payment, Security Deposit and acceptance of intimation by the Successful Bidder for NOC for mining government land | On or before 13 November 2023 Monday |
| 17. | Issuance of letter of intent by State Government (T ₁) | 23 November 2023 Thursday |
| Stage II – Process for Grant of NOC for mining government land | | |
| 1. | Obtaining all consents, approvals, permits, no-objections and the like as may be required under the applicable laws for commencement of mining operations | T ₁ + 18 months |
| 2. | Payment of second installment (90%) of Upfront Payment by the Successful Bidder for NOC for mining government land | T ₁ + 20 months |
| 3. | Grant of order by the State Government | T ₁ + 21 months |
| 4. | Execution of Mining Lease deed. Successful Bidder to become holder of NOC for mining government land | T ₁ + 24 months |
| <p><i>Note:</i></p> <ul style="list-style-type: none"> • <i>The time line shown above is based on calendar days</i> • <i>Due dates will be updated if any holidays are announced by State Government in the intervening period</i> • <i>The State Government reserves the right to update/change or modify any of the above dates</i> • <i>In case the Bidder gets an extension from the State Government, the date will be deemed to be extended for the duration of such extension.</i> • <i>In case the day of completion of any requirement is falling due on a public holiday, the day of completion shall be deemed to be due on the next successive working day.</i> <p><i>Explanation.- The expression “public holiday” includes Saturday, Sunday and any other day declared to be a public holiday by the Central Government or the State Government, as the case may be.</i></p> | | |

Schedule III: Technical details regarding online electronic auction

1. Registration Methodology

In order to submit online Bids for the mineral block, a Bidder shall register itself with the e-auction website of the e-auction platform provider. Bidder shall fill an online registration form and create its “user id” and “password” and keep note of the same. Bidder should ensure that the secrecy of its user id and password is maintained at all times and Bidder alone shall be responsible for any misuse of its user id and password. Bidder may also refer to the “Bidder’s Guide” available online on the website of the e-auction platform provider for any assistance.

Bidders can refer to the e-auction website of MSTC Limited, A Government of India Enterprise. For this the bidder should visit the website at <https://www.mstcecommerce.com/auctionhome/MMB/Kerala/index.jsp> and click on the button "Registration". On the next page, the options will be given to register as Buyer. The bidder shall have to click on the link Register as Buyer to proceed.

An online Registration Form will appear on screen and the bidder has to fill up the same with correct information. During this process, the bidder shall create his user id and password and keep note of the same. The bidder shall ensure that the secrecy of his user id and password is maintained at all time and he /she shall alone be responsible for any misuse of the user id and password.

After filling up the online form, the bidder should tick both the check boxes for accepting the General Terms 'n' Conditions of e-Auction and Buyer Specific Terms 'n' Conditions of e-Auction. The bidder may click on the respective links to read the General Terms and Conditions of e-Auction and Buyer Specific Terms 'n' Conditions of e-Auction before submitting the form.

The bidder may check the details entered from the Preview page before final submission. On successful submission of the online registration form, Bidder shall receive a confirmation email at the registered email address advising the Bidder to submit the following documents:

1. A letter addressed to MSTC stating the serial number of the DSC to be used by the bidder for login and bidding.
2. A non-refund able registration fee of Rs 10,000/-plus applicable service tax/GST(@18%) i.e.Rs 11,800/-total at present) to be paid online through the link provided in buyer login.

If bidders face any issues during registration or activation of account, they may send an email to the mentioned account details: helpdeskho@mstcindia.in or contact Phone no: 07969066600

Once the registration process is complete, the e-auction platform provider shall activate such Bidder’s login. E-auction platform provider reserves the right to call for additional documents from the Bidder, if required, prior to registration and activation of the Bidder’s secure login. On completion of the above stated registration process, a Bidder shall be able to log in to MSTC’s website. Bidder’s are to note that:

1. The activation of registration via fee received from NEFT/RTGS is subject to realization of funds by the bank.
2. The DSC of the bidder shall be mapped during first login after the fee payment. Bidder will need to synchronize their Digital Signing Certificate (DSC) during first login.

To update the DSC or any queries related to E-Auction, the bidder can send mail to bmtvpmstc@mstcindia.in, tvcpn3@mstcindia.in

It may be noted that Bidders need not visit any of the offices of MSTC Limited for submission of the documents related to registration. However, the Bidders may contact any office of MSTC Limited for seeking assistance on the login process, details of which are available on MSTC website www.mstcindia.co.in.

2. Downloading information of mineral block

There are two sets of documents available for downloading from the website of e-auction platform provider.

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) Specified Minor Mineral block summary

The above information is being made available in the public domain of SMMB, i.e. <https://www.mstcecommerce.com/auctionhome/mmb/Kerala/index.jsp> in order to assist them in familiarizing about the tender process and the mineral block on e-auction.

The Tender Document shall be sold in online mode only through the website of MSTC. Bidder shall login with its user id and password. Bidder shall have the facility to make payment towards the cost of tender document through RTGS or netbanking provided under the login of the Bidder. The Bidder after login shall click on the link for e-payment and then select the event number from the drop down menu for which it intends to make the payment. The bidder should enter the appropriate amount towards the cost of the paid document and select either RTGS or net banking and click on submit. The bidder should fill an online RTGS application form and take a printout of the same before proceeding to transfer the fund to the beneficiary account. In case the bidder has an online banking facility, it can make this payment online as well. After transferring the fund the bidder shall be required to communicate the UTR No. and other details to MSTC through email at the following email addresses.

| MSTC Office Name | Email | Phone No |
|---|--|--|
| MSTC Limited, Thiruvananthapuram Branch Office. 1st Floor, BSNL CTO Building, Opp. Govt. Secretariate, M.G. Road, Statue, Thiruvananthapuram. | Sri. Ganesa Moorthy - BM bmtvcemstc@mstcindia.in Sri. Santhosh Kumar Rajendran - Manager tvcopn3@mstcindia.in | 9176616410 8884600700 0471-2326686 |

The bidder shall send the email regarding the payment details to the email address corresponding to the office of MSTC which is conducting the event.

Once MSTC receives the payment in the designated account and the required information from the bidder, it shall activate the link for downloading of the paid documents for the respective mineral block(s).

The bidder may note that the files containing information about the mineral blocks 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 MSTC.

3. Preparation and Submission of Bid

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

a. Stage1:Technical Bid Cum IPO Submission

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

This stage shall be open to all Bidders who have purchased the Tender Document(s) for the specific mineral block(s).

In this process, the Bidder, after logging in to the above stated website, will have to click on the link "click for Auction". In the next page, the Bidder shall have to go to the link "Stage 1 Technical cum IPO Submission".Thereafter,the bidder will have a bouquet under"My Menu"having 3 (three) sub-menus- "Bid Floor Manager", "Upload Documents"and"Attach Documents".

Bid Floor Manager

Once the Bidder clicks on this sub-menu and then clicks on the menu "Live Auctions" on the next page, it will display a list of mine(s) for which the bidder has paid the tender document fees. On clicking on any of these mine(s), the Bidder will be directed to a screen where it can fill up the technical bid template and save the data. The Bidder can edit such data as many times as it wishes.

After saving the Technical Bid, the link/ button for Initial Price Offer shall get activated. The Bidder,on clicking this button,will be directed to a screen having a template where it can fill up its Initial Price Offer and click on the Final Submission button. However, the bidder couldn't save the Initial Price Offer/click on 'Final Submission' without attaching an uploaded document. A warning pop-up message will be displayed by the system stating "No document has been attached against the event. Please attach the requisite documents from the list of uploaded documents, before submission of IPO".

The bidder after entering the Initial Price Offer and clicking on 'Final Submission' will be displayed the list of documents attached against the tender event. Clicking on 'OK' will proceed to save the Initial Price Offer followed by final submission. The final submission shall be digitally signed by the Bidder using its registered digital signature. Any digital signature certificate other than the registered one shall not be acceptable for bid submission by the system.

The bidder may note that the "Initial Price Offer" button will be activated only after the Technical Bidhas been saved.

Upload Documents

The Bidder shall also have to upload the supporting documents along with the Technical Bid,as required under the Tender Document. These supporting documents will need to be uploaded in pdf format only (the file size should be limited to 4 MB; in case of larger files, they may be split into multiple files with suitable nomenclature). Files in formats other than pdf shall not be accepted. For this, the bidder shall first click on the link "Upload documents" and upload the files in support of its Technical Bid.

After uploading of the supporting documents, a pop-up message will be displayed by the system stating,"Please attach documents to respective events".

Attach Documents

After uploading these documents, the bidder shall have to attach them with the specific tender for the concerned mine for which it is intending to submit the Technical Bid. It may be noted by the Bidder that in case it intends to use the same supporting document for more than one mine, it does not need to upload the same document every time. The supporting document, once uploaded, can be attached with Technical Bid for multiple mineral block(s), if desired.

Under attach documents link, bidder will select the tender event for which he intends to attach the document for. Once selected, he will then click on 'Attach' against the uploaded document in the list and the status of the same will change to 'Detach'. This means the document has been successfully 'attached' against the tender event.

The bidder should note that only a file which is "attached" with a specific mine(s) shall be considered during evaluation of the Technical Bid. Files which are not attached to any mine (s) shall not be considered for evaluation.

The Bidder should also note that a Bid will be considered as submitted if and only if the Bidder has submitted the Initial Price Offer. Only such Bids will be opened for which Initial Price Offer has been submitted. It is further clarified that saving of Technical Bid without saving of the Initial Price Offer will be treated as non-submission of bid.

Upon successful final submission, the Bidder shall receive a bid acknowledgment from the system automatically.

The Bidders may note that the Technical Bid and the Initial Price Offer submitted online as above will be encrypted by the e-auction platform provider's own software before storage in the data base. This will be done to protect the sanctity and confidentiality of the Bids before the actual opening of the same.

The Bidder has an option to edit Technical Bid and Initial Price Offer as many times as it wishes till the final submission.

Modification/ Withdrawal of Bid

If after submission of Initial Price Offer and before the scheduled closing time for Bid submission a Bidder wishes to make changes in its Bid, it can do so by clicking the "Delete Bid" option. By doing so, the entire Bid submitted by the Bidder will get deleted. A system generated email will be sent to the Bidder acknowledging the deletion. The Bidder will be able to save and submit its new Bid again. If a Bidder deletes its Bid and does not submit its new Bid in the same manner as stated above, its Bid will not come up for opening or further processing. If after final submission of Bid and before the scheduled closing time for Bid submission a Bidder wishes to withdraw its bid, it can do so by clicking the "Withdraw Bid" option. By withdrawing a bid, a Bidder will lose the opportunity to re-submit its Bid against the same mine(s).

ii. Offline submission of certain original documents

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) for 5.3817 Ha Rock in Sy. No. 294 of Block No. 6 in Pangode Village* and shall indicate the name and address of the Bidder. In addition, the documents shall contain page numbers: *Page[●]of[●]*

- (a) Bid Letter as provided in Annexure I of Schedule I;
- (b) Receipt evidencing deposit of the monies as Bid Security;
- (c) Power of Attorney in substantially the same format as provided in Annexure II of Schedule I, including the extract of the charter documents and documents such as

a board or share holders resolution authorizing the execution of this power of attorney; and

(d) Affidavit in substantially the same format as provided in Annexure III of Schedule I."

The afore mentioned documents shall have to be hand delivered to the Additional Director or the Designated Officer of Government of Kerala for this specific purpose at the following address:

Deadline 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 Clause 10.

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.

MSTC shall ensure that the bidding process is smooth and bidders do not face any problem in bidding. However, MSTC shall not be responsible for any problem at the bidder's end like failure of electricity, loss of Internet connection, any trouble with bidder's computer etc. which may cause inconvenience or prevent the bidder from bidding in any e-auction.

iii. Evaluation of Technical Bid

a. Evaluation of Technical Bid

Technical Bids shall be evaluated in the manner provided in the Tender Document. The e-auction platform provider will conduct mock-auctions/ demo for all the Bidders on e-auction platform.

b. Opening of Initial Price Offer

Initial Price Offers shall be opened one day before the scheduled date of e-auction of the respective mineral block.

For example, Initial Price Offers for mineral block(s) scheduled for e-auction on 02.01.20xx will be opened on 01.01.20xx. All Technically Qualified Bidders will be ranked in accordance with Clause 7.1A (e).

The Qualified Bidders as per top 50% ranking principle (subject to minimum criteria as specified in the Tender Document) will be intimated by an e mail by the State Government from the designated email id of the State Government for the particular auction OR the State Government may advise the e-auction platform to intimate from the email id of MSTC for their qualification for the second round of electronic auction against specific mineral block(s) in the e-auction platform provider website within their secured login. 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.

b. Stage2: Forward 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 mineral block which is the highest Initial Price Offers received from the Technically Qualified Bidders.

It shall be the sole responsibility of the Bidder to regularly check the e-auction platform provider website and login to see whether it has qualified for ascertain mineral block or not. State Government /e-auction platform provider will not be responsible for non-receipt of email by the Bidder and its consequences.

b. Conduct of-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 Successful 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 mineral block. The Qualified Bidder will remain anonymous to other Qualified Bidders participating in the electronic auction process as well as to e- auction platform provider / State Government. The Qualified Bidder will be able to see the prevailing highest Final Price Offer against the mineral block, 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 of 0.05% 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 8 (Eight) minutes before the scheduled close time of electronic auction, the close time of electronic auction will be automatically extended by 8 (Eight) minutes from the last received bid time to give equal opportunity to Qualified Bidders. This process of auto extension will continue till no Final Price Offer is received during a period of 8 (Eight) 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 1:03 pm. Again if a Final Price Offer is received at 1:01 pm, the scheduled close time shall be revised to 1:09 pm and soon. In the event that no further Final Price Offer is received till 1:09 pm, the electronic auction will close at 1:09 pm. The revised close time will be displayed on screen and the Qualified Bidders are advised to keep refreshing its web page 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 as per Clause10.

Digital Signature Certificate

A Bidder shall be required to possess a 3 Digital Signature Certificate (**DSC**) of signing type to be able to submit its Bid and to participate in the electronic auction on e-auction platform provider's website. For this purpose, Bidders shall be required to authorize its Authorized Signatory to procure a Class2 or 3 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 e-auction platform provider/ State Government.

The system requirement are as follows:

- Operating System-Windows 8.1 and above
- Web Browser-Preferred 'IE 9' and above.

System Settings

Open IE browser and click on

a) Tools Compatibility View Settings Add <https://www.mstcecommerce.com> and fill the checkbox for 'Microsoft compatibility list'.

b) Security Settings for IE browser:

i) Tools Internet Options General Check box for 'Delete browsing history on exit', Click on 'Settings' 'Every time I visit the webpage' OK.

ii) Tools Internet Options Security Un-check the box for 'Enable protected mode' Custom Level and

- Enable: Access data sources across domains
- Disable "Use Pop-up Blocker"
- Enable "Allow Status Bar Update Via Script"
- Enable "Allow Websites to Prompt for Information using Scripted Windows"

iii) Tools Internet Options Security Select 'Trusted Sites' Add website <https://www.mstcecommerce.com> OK Trusted Sites Select 'Custom Level' ActiveX control & plug-ins: **Disable** "Allow ActiveX Filtering" and **Enable** other all Active X Controls options.

- Disable "Use Pop-up Blocker"

iv) Tools Internet Options Advance Select boxes for SSL 3.0, TLS(1.0, 1.1, 1.2) Apply OK.

c) Java Settings: Download JRE 8 Latest update and

Search in PC Configure JAVA open 'Security' tab, add

<https://www.mstcecommerce.com> to 'Exception site list' and save.

Configure JAVA Click on 'Advance' tab, select "Show Console" on Java Console option and scroll down to select check boxes for Use TLS 1.0, Use TLS 1.1, Use TLS 1.2 and Use TLS 1.3 and click OK.

Java download link <https://www.java.com/en/download/manual.jsp>

Other Settings:

i) View Toolbars "Tick" Status Bar.

ii) For new Version of IE or other "Active-X Filtering" under Tools should not be ticked.

Bidders may refer bidder's guide available on MLCL homepage (<https://www.mstcecommerce.com/auctionhome/mlcl>) for complete guide on, e-payment, system settings and guide for stage -I and stage-II bidding.