

As per the recent decision, University has shifted e-tendering system from the www.tenderwizard.com portal to <https://goenivida.gov.in>.

The interested suppliers/parties are requested to register themselves on the website <https://goenivida.gov.in> to enable them to participate in the tender/bidding process.

Below are the requirements for registration on the new e-Procurement system with respect to bidders/vendors point of view.

Requirements of the e-Procurement system with respect to bidders/vendors point of view:

- a) The vendors are required to register themselves on <https://goenivida.gov.in> and create their user ID.
- b) If the bidder is already registered on the old e-Procurement portal they can register themselves on the new portal using the same user ID using `Old Bidder` option. Consequently in such cases the bidder will not have to pay registration fee as long as their registration is valid.
- c) Operating System: The operating system on the user's machine should be Windows 7 SP1 and above.
- d) Browser: The browser used to access the e-Procurement portal should be Internet Explorer 11.
- e) Java: The java version on the user's machine should be JRE 8 Update 77. The same can be downloaded from the Goa e-nivida portal.
- f) Digital Certificates: All the users are required to have a valid Class-III Digital Certificates (both Signing and Encryption) on the USB Token.
- g) The refund of EMD for unsuccessful bidders shall be happening online. Once the department has marked the unsuccessful bidders and completed the price bid evaluation process, the system shall automatically generate a refund file and send it to the bank. ITG then approves these transactions from the user bank panel provided to them within a timeframe of 15 days. The bidders can track the status of the EMDs against their unsuccessful bids by checking the EMD Refund Report available with them by clicking the option.
- h) The bidders shall have to quote the prices in the forms created in the system. Kindly note the tender items description sheet provided if any in excel format or any other format by the department shall be for information purpose only.
- i) The payment modes available with the bidders for payment of fees are Net banking, CC/DC, NEFT/RTGS, OTC payment at Axis Bank against the challan.
- j) Please note that any payment made through NEFT/RTGS can take up to 48 hours that is 2 working days to be credited in the account. The bidders shall not be able to proceed with the bid submission until the required fees (Tender fee, Tender processing fee, EMD) has been credited in the ITG's account. The bidders making

payment via NEFT/RTGS should make payments 2-3 days in advance of bid submission date failing which the bid will not be accepted.

- k) The user manuals for performing various tasks (registration, tender purchase, bidding etc) are provided on the Goa e-nivida portal. Additionally, the bidder can also look for Goa e-nivida help videos on YouTube.
- l) The bidders can call the toll free number +91-1800-212-680-680 between 9:30 AM to 6:00 PM or send an email to goasupport@clindia.com in case they need any assistance.