Government eProcurement System of National Informatics Centre

Instructions to the Bidders for filling the Billing of Quantity(BoQ)

(GePNIC Version 1.09.03)





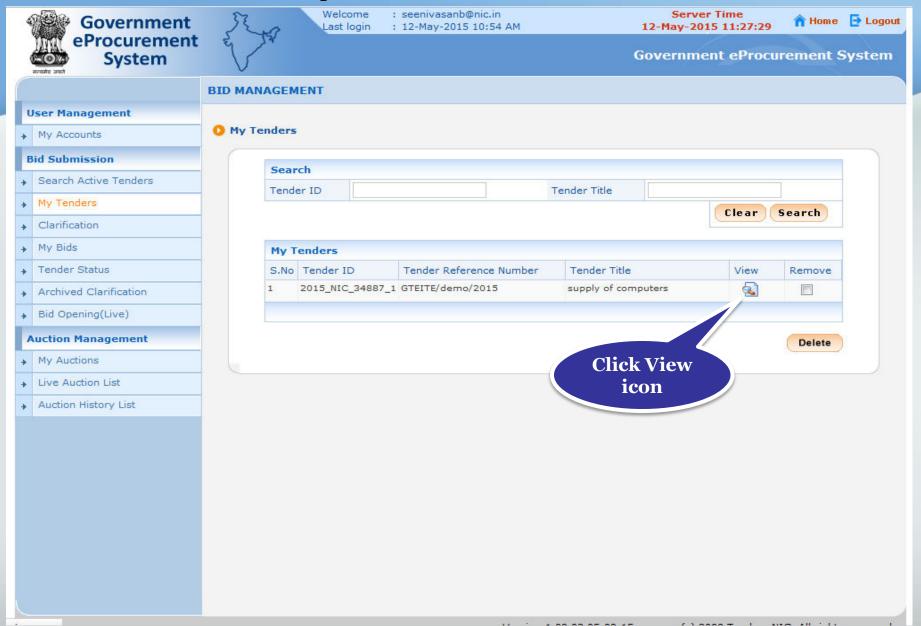
FILLING A ITEM WISE BOQ

- This document assists you on how to fill the Item Wise BoQ(Bill of Quantity).
- The Bidder can download the BoQ by making the tender as favorite.
- In the BoQ sheet, enter the following details,
 - Enter your Name in the field of Bidder Name.
 - Enter the Basic rate and Taxes against each item.
 - Check the total and click validate.
 - ➤ Once the validations are successful save the BoQ file in the same name as given and upload the BoQ.
 - ➤ Otherwise correct the error found and then validate and upload.





- Click My Tenders tab under Bid submission.
- Click View icon to proceed further



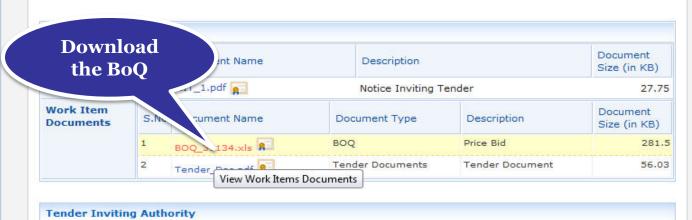


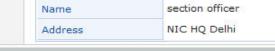


• Download the BoQ.

Work Item Details					
Title	supply of computers				
Work Description	supply of computers as per tender document				
Pre Qualification Details	Please refer Tender documents				
Tender Value	INR	Bid Validity(Days)	45	Period Of Work(Days)	30
Product Category	Computer- H/W	Sub category	NA	Contract Type	Tender
Location	NIC HQ Delhi	Pre Bid Meeting Place	NA	Pre Bid Meeting Date	NA
Bid Opening Place	NIC HQ Delhi	Pre Bid Meeting Address	NA	Created Date	11-May-2015 09:45 AM

Critical Dates						
Publish Date	11-May-2015 02:00 PM	Bid Opening Date	12-May-2015 02:00 PM			
Document Download / Sale Start Date	11-May-2015 02:00 PM	Document Download / Sale End Date	12-May-2015 01:00 PM			
Clarification Start Date	NA	Clarification End Date	NA			
Bid Submission Start Date	11-May-2015 02:00 PM	Bid Submission End Date	12-May-2015 01:00 PM			

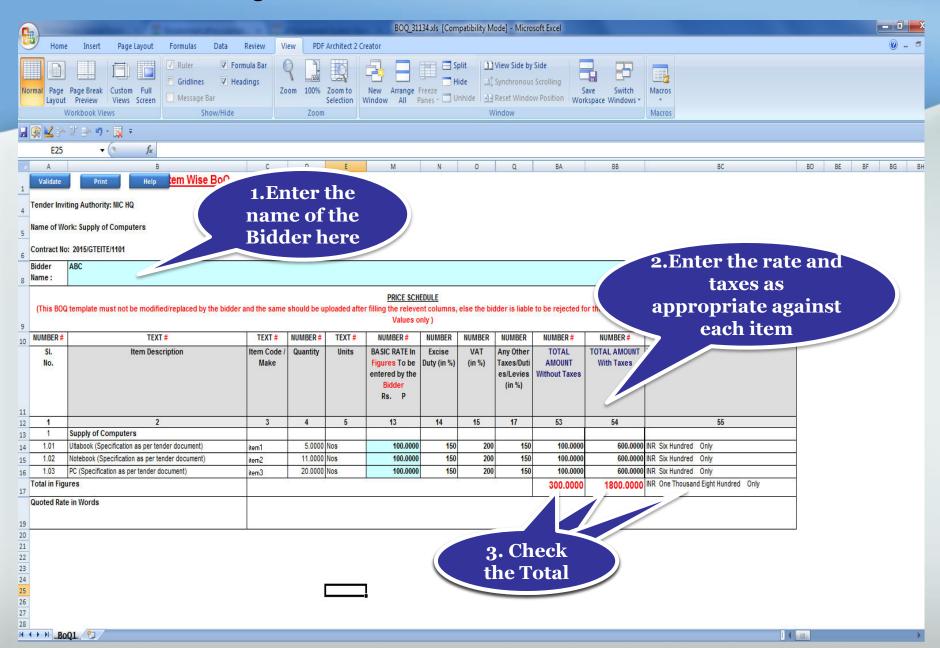








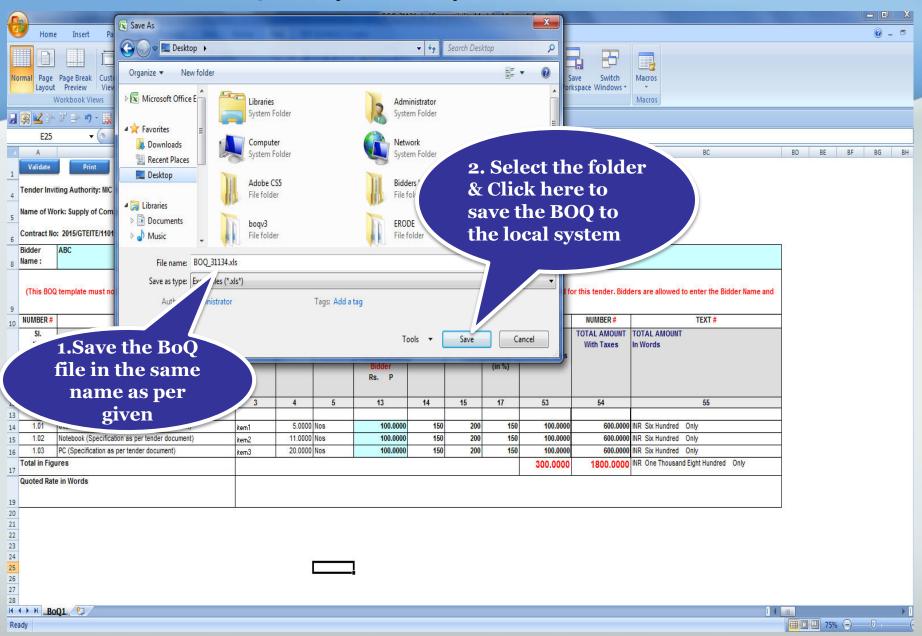
• Fill the BoQ sheet.







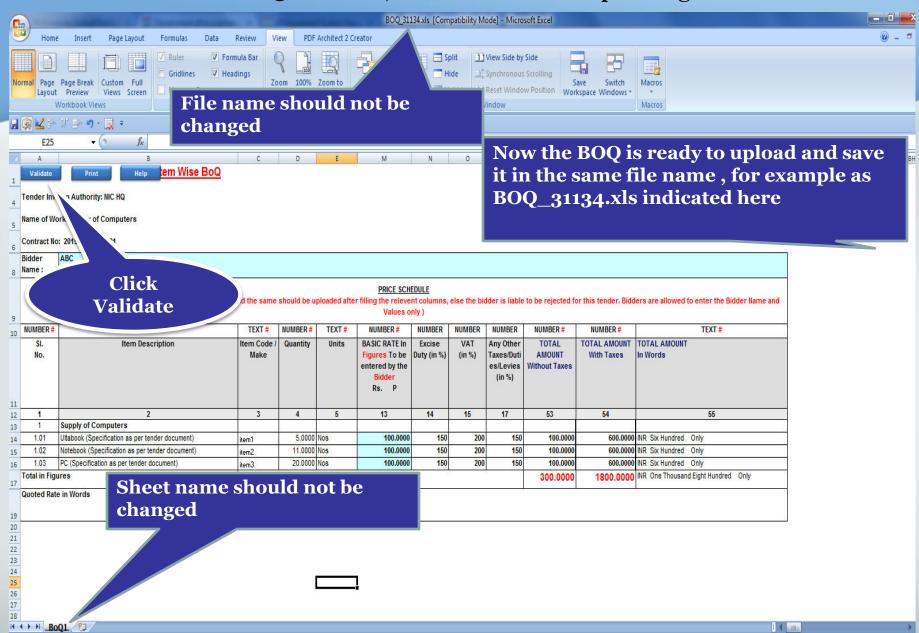
• Save the BoQ file in your local system with the same name.







• Check the BoQ file name, sheet name before uploading.







Thank you

END OF FILLING ITEM WISE BOQ

(GePNIC Version 1.09.03)



